



**Assistant Division Director
Special Investigations Unit
Medicaid Fraud Division
Unclassified Government Representative 2
Salary Range: X98 - \$125,000-\$150,000
Eligible for remote work 2 days per week**

About the Office:

The Office of the State Comptroller (OSC) is an independent state agency that oversees the Executive Branch of state government. Our mission is to make the government in New Jersey more efficient, transparent, and accountable. Our office audits and investigates municipalities, school districts, and counties; state colleges and universities; independent state authorities; and state agencies. We also oversee government expenditures, review public contracts, evaluate local and state programs, and oversee New Jersey's Medicaid program. We detect and uncover fraud, waste, and abuse and share our findings through public reports.

About the Division:

The Medicaid Fraud Division (MFD) oversees New Jersey's Medicaid program. The Division identifies fraud, waste, and abuse by Medicaid providers, investigates acts of misconduct within Medicaid, makes criminal referrals involving Medicaid, and recommends changes to Medicaid policies implemented by other state agencies. MFD audits and investigates health care providers, recipients, managed care organizations (MCOs), contractors, and state agencies. MFD pursues civil and administrative enforcement actions and disqualifies providers from participating in the Medicaid program.

About the Role:

We are seeking an experienced attorney to serve as the head of MFD's Special Investigations Unit. Reporting to the Director of MFD or designee, this senior position will lead a team of attorneys and investigators responsible for conducting confidential and sensitive investigations for the purpose of detecting, reporting upon, and remediating fraud, waste, and abuse in the Medicaid program.

Responsibilities:

- Oversees MFD's Special Investigations Unit, including attorneys and investigators.
- Reviews the Division's policies, procedures, and practices, making recommendations for improvements where needed.
- Provides guidance to and ensures training for attorneys and investigators regarding obtaining evidence, sufficiency of evidence, investigative interviews, and other investigatory techniques and practices.
- Coordinates with state and federal law enforcement and federal inspectors general regarding matters under investigation, including with regard to nursing homes, hospitals, and other healthcare providers.
- Identifies potential investigative issues, subjects, and targets. Prioritizes and assigns cases based on risk and other relevant factors.
- Leads staff in developing, reviewing, and editing investigative plans and proposals.
- Oversees the drafting and issuance of public reports, making recommendations to state agencies involved in Medicaid and monitoring the implementation of MFD's recommendations.
- Provides guidance on investigative and litigation strategies and issues; troubleshoots with staff to

identify solutions.

- Develops expertise in applicable laws, rules, regulations, and other standards related to the work of OSC and MFD; advises on the application of federal and state law.
- Communicates with various external stakeholders, including representatives from state and federal government and the healthcare industry.
- As part of a team, engages in a thorough and rigorous quality control process to ensure the accuracy and objectivity of investigative findings.

Requirements:

- Graduation from an accredited law school with a Juris Doctor (J.D.) Degree.
- Membership in the New Jersey Bar in good standing.
- At least six years of experience as an attorney, with at least three years of supervisory experience.

The ideal candidate will have the following skills and experience:

- Experience with litigation and criminal or civil investigations, preferably in a supervisory capacity.
- Experience with litigation on behalf of or against state agencies.
- Experience in healthcare and/or New Jersey Medicaid strongly preferred, but not required.
- Ability to communicate complex quantitative and qualitative concepts.
- Excellent writing skills with an ability to draft, edit, and finalize a public report.
- Excellent public speaking skills.
- Leadership experience that involves developing and implementing a vision for holding other entities accountable, including through investigations and litigation.

Interested candidates should submit a cover letter, resume, writing sample and three references to:

Shama Nix
Office of the State Comptroller
P.O. Box 024
Trenton, NJ 08625
Email: careers@osc.nj.gov

NOTE: Residency Requirements - Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the “New Jersey First Act,” all new public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment.

The Office of the State Comptroller is proud to be an equal opportunity employer. We are committed to providing a work environment that supports, inspires, and respects all individuals and in which personnel processes are based on merit, performance, and business needs. We do not discriminate on the basis of race, religion, color, national or ethnic origin, gender, sexual orientation, gender identity, gender expression, familial status, citizenship, age, or status as an individual with a disability. We believe that diversity and inclusion among our staff is critical to our success. We seek to recruit, develop and retain the most talented people from a diverse candidate pool and encourage applicants from all backgrounds and experiences to apply.

SAME Applicants: If you are applying under the “NJ SAME” program, your supporting documents (Schedule A or B letter), must be submitted along with your resume. For more information on the SAME Program visit

their website at <https://nj.gov/csc/same/overview/index.shtml> , email: SAME@csc.nj.gov, or call CSC at (833) 691-0404.