



# VACANCY ANNOUNCEMENT

**The Department of Health has a career opportunity for qualified candidates for the following position:**

Title <b>Quality Assurance Coordinator [Classified Competitive]</b>			Salary <b>R29 \$83,619.58 - \$119,250.94</b>
Posting Number <b>53-23</b>	Position Number <b>009457</b>	Number of Positions <b>1</b>	Posting Period * From: <b>01/17/2023</b> To: <b>01/31/2023</b>
Location: <b>Office of Long-Term Care Resiliency 55 North Willow Street, Trenton NJ 08618</b>			Scope of Eligibility/Open to: <b>All Departments/State Employees</b>

## GENERAL DESCRIPTION

Under the direction of the Mission Critical Team's Chief Executive Officer, this position will be responsible for coordinating, organizing, and supervising nursing consultants tasked with providing on site visits to LTC facilities to address weaknesses, allocate resources, share best practices, and facilitate operational structures to promote improvements in quality of care and ensure standards, quality, and goals are achieved timely.

Other duties will include: analyzing and interpreting health data from the LTC facilities to track trends, plan appropriate interventions, measure quality, and collaborate with the Team's CEO to coordinate solutions and meet legal standards and needs of the facilities; developing and procuring resources for nursing consultants to promote best practices, share operational tools, and recommend improvement to on site LTC facility staff; utilizing performance improvement approaches to improve performance of identified problem areas and opportunities for improvement at the LTC facilities; facilitating educational programs to improve quality of care in the LTC facilities; and coordinating meetings with onsite supervisors at LTC facilities to provide information and feedback regarding unusual incident reports to facility management and Mission Critical Team CEO.

Bill 4478, PL 2021 c 457 effectuates transparency in regulatory and financial reporting, conjointly identifying long-term care facilities with consistent or repeated performance issues. To meet this specification, a Mission Critical Team is being established to support and strengthen long-term care facilities identified with quality-related issues.

This position may be eligible to participate in the Department's pilot telework program, which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management.

## REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

**LICENSE:** A license as a Registered Nurse in the State of New Jersey.

**EXPERIENCE:** Five (5) years of experience in the monitoring and/or evaluation of clinical or human services records and/or program in a hospital or other health services facility or in a human services agency.

**NOTE:** A Bachelor's degree, and four (4) years of experience in the monitoring and/or evaluation of clinical or human services records and/or programs in a hospital or other health services facility or in a human services agency may be substituted for the above license and experience requirements.

**NOTE:** A Master's degree in Public Health or a health care related field may be substituted for one (1) year of indicated experience

**LICENSE:** Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

## IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:  
***PSTOC@doh.nj.gov***
- Mail the required documents to:  
**Kevin Jennings, Supervising Mgt. Impr. Specialist  
Management and Administration**

### Required documents:

- cover letter
- resume
- completed application, found at:  
<http://www.nj.gov/health/forms/dpf-663.pdf>

- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
- *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
- *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
- *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
- *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
- **The New Jersey Department of Health is an Equal Opportunity Employer.**
- *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*