



NEW JERSEY DEPARTMENT OF HEALTH

NOTICE OF VACANCY

State of New Jersey

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

Title Quality Assurance Specialist [Classified Competitive]			Salary P26 \$78,024.71 - \$111,000.80
Posting Number 537-24	Position Number 037985	Number of Positions 1	Posting Period * From: 08/06/2024 To: 08/20/2024
Location: ANN KLEIN FORENSIC CENTER 1609 STUYVESANT AVE. WEST TRENTON, NJ, 08628			Scope of Eligibility/Open to: All Departments/State Employees
GENERAL DESCRIPTION			
<p>This position plays a mission-critical role in maintaining the integrity and effectiveness of the Risk Management department's tracking and information systems. This includes ensuring compliance with The Joint Commission standards, Administrative Bulletins 3:18, Administrative Order 2:05, Patient Safety Act and Safe Patient Handling Act. The risk management department operates under time constraints, ensuring timely responses to Patient Service Compliance Unit (PSCU) calls within 24 hours, prompt and accurate entry into Unusual Incident Reporting and Management System (UIRMS) of incident reports, and adherence to the required timeframe for Employee Injury Form (RM-2) submissions. The role extends to preparing statistical and technical reports, initiating annual reports on patterns and trends, and assisting the treatment team with risk data for legal proceedings.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>LICENSE: A license as a Registered Nurse in the State of New Jersey.</p> <p>EXPERIENCE: Four (4) years of experience as a Registered Nurse, one (1) year of which is specialized experience including the monitoring and/or evaluation of clinical or human services records and programs in a mental health, geriatric, health care setting, or human services agency.</p> <p>NOTE: A Bachelor's degree, and three (3) years of specialized experience in the field of quality assurance in a mental health, geriatric, health care setting, or human services agency which includes monitoring and/or evaluation of clinical or human services records and programs which may include allegations of abuse, neglect, exploitation, or incidents of client abuse or safety and well-being, may be substituted for the above license and experience requirements.</p> <p>NOTE: A Master's degree in Public Health or a health care related field may be substituted for one (1) year of indicated specialized experience.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: PST.AKFC@doh.nj.gov • Mail the required documents to: Cheryl V. Manson, Manager 2, Human Resources Ann Klein Forensic Center <p>Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume • completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf 			



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Reference Posting #537-24
New Jersey Department of Health
PO BOX 7717
West Trenton, NJ 08628-7717

** Responses received after the closing date MAY
be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(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 by the closing date indicated above. 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.

PHEL Candidates:

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.

Direct Client Care:

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.

**New Jersey
First Act:**

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.

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.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.