



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, Health Services [Classified Competitive]			Salary P26 \$78,024.71- \$111,000.80
Posting Number 653-24	Position Number 1	Number of Positions 098615	Posting Period * From: 10/01/2024 To: 10/15/2024
Location: Certificate of Need and Licensing 120 So. Stockton Street P.O. Box 358, Trenton, NJ 08625			Scope of Eligibility/Open to: Department of Health Employees
GENERAL DESCRIPTION			
<p>Division of Certificate of Need and Licensing, Office of Mental Health and Addictions Services - Under the supervision of a Quality Assurance Coordinator, reviews and analyzes the application package or Program Description to determine if any obvious concerns exist which prevent a barrier to licensing. Outlines areas of concerns with the appropriate parties and conducts initial licensing inspections. Participates in Office of Administrative Law hearings related to negative licensing actions and appeals; provides recommendations to facilities regarding proactive prevention and quality improvement and conducts unannounced inspections and provides technical assistance for currently licensed programs and those who would like to become licensed.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>LICENSE: A license as a Registered Nurse in the State of New Jersey.</p> <p>EXPERIENCE:</p> <p>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> <p>LICENSE: Appointees 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 essential duties of the position.</p>			
IMPORTANT FILING INSTRUCTIONS			



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

- Forward the required documents electronically to:
PSTHFEL@doh.nj.gov
- Mail the required documents to:
**Christina Montagano, Administrative Assistant 1
Health Facilities Evaluation and Licensing
Reference Posting #653-24
New Jersey Department of Health
PO Box 358
Trenton, NJ 08625-0358**

Required documents:

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

** 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.