

Position Title: CPN Quality Specialist
Department: Quality/Risk Management
Pay Rate: Depends on experience

Job Summary:

Oversees the Caldwell Physician Network Performance Improvement Program. Responsible for the planning, developing and directing of Quality Improvement Department operations and staff to ensure that the quality of physician network services rendered meets or exceed professionally recognized standards. This program should compliment and enhance the existing Quality Risk Program at the hospital organizational level.

Essential Job Functions:

The following is a summary of the essential functions of this job. The incumbent may perform other duties, both major and minor, that are not mentioned below; and specific functions may change from time to time. Develop and maintain cooperative working relationships with physician practice sites. Oversees the performance improvement program for the CPN. Serves as quality consultant for the CPN. Represents Caldwell Memorial Hospital in a professional manner. Develops, revises, and maintains policies and procedures related to the CPN Quality Improvement activities. Plans and monitors the financial affairs of the department at all times. Ensures that a culture of safety is practiced for all areas of responsibility.

Education and formal training:

Bachelor of Science in Nursing or related field. Master's degree preferred. Certified Professional in Healthcare Quality (CPHQ) preferred.

Work Experience:

Five to five seven years of experience in quality/risk management or clinical department management. Three years physician practice sites. Prefer quality/risk experience in the physician network setting.

Knowledge, skills, and abilities required:

Knowledge of principles of risk management and quality management. Ability to communicate effectively with attorneys, physicians and hospital staff at all levels. Ability to establish goals and work independently. Knowledge and ability to understand Medicare & Medicaid (CMS) contract requirements and other insurance contracts as acquired.

Physical Requirements:

Time pressure, deadlines, must attend early morning and some evening meetings. Some travel for educational purposes. Must be able to sit, walk, and stand for varying amounts of time. Must be able to speak and hear for communication with employees, patients, families, physicians, etc.