



EMPLOYMENT OPPORTUNITY
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Job Title	Regional Director, Compliance
Department	Ministry Integrity
Reports to:	SVP, Ministry Integrity
Essential Functions	<p>The Regional Compliance Director reports to the SJHS Sr. Vice President, Ministry Integrity and Chief Compliance Officer with a dotted line relationship to the local ministry Compliance Committees. The position shall oversee the local compliance activities at the specified ministries within the region through a working collaboration with each ministry's Chief Operating Officer and designated staff. The Regional Compliance Director shall direct efforts to proactively identify risk areas and as necessary, refine ongoing compliance efforts. In addition, this position establishes the framework and directs the processes to detect and prevent non-compliant behavior and promote ethical and lawful conduct that is consistent with that which is required by regulatory agencies, SJHS policies and procedures, SJHS's Code of Conduct and the SJHS Corporate Responsibility Program. The Compliance Director will direct the monitoring and reporting processes of the ministries within the region and collaborate with other Regional Compliance Directors to promote a cohesive Corporate Responsibility Program across SJHS whereby best practices are identified and consistently implemented.</p> <ol style="list-style-type: none"> 1. Assists Chief Compliance Officer in developing and updating policies and procedures; identifying, developing, and implementing system-wide risk assessments and program effectiveness evaluations; and developing annual work plans both for the system and the local ministries. 2. Providing training and education in particular areas of expertise (e.g., Fraud and Abuse Laws, Antikickback and Stark Laws, Medicare and Medicaid Billing requirements, state and federal patient privacy laws, research billing, EMTALA, etc.). 3. Provides leadership for regional level implementation of the St. Joseph Health System (SJHS) Corporate Responsibility Program (CRP). 4. Chairs or serves on the Compliance Committees which will review and assist with updating compliance policies, oversee risk assessments and training processes to promote knowledge, and oversee monitoring of internal and external audits and investigations. 5. Serves on committees at the ministry level as appropriate in order to effectively work with senior management in coordinating and conducting internal compliance review and monitoring activities, including annual or periodic reviews of departments. Ability to provide oversight of departmental reviews and offer objective and independent corrective action guidance. 6. Works collaboratively with regional leadership, the legal department and with other regional compliance directors to identify risk areas and develop risk assessments, corrective action plans and monitoring and auditing tools. 7. Works with Human Resources and Legal to design an appropriate process for investigating, reporting and tracking policy related violations.

	<p>8. Investigates and acts on compliance related matters, with the utmost of integrity, that are communicated through the SJHS CRP Hotline, in-person, or other communication mediums and ensures that documentation is included in tracking systems as a timely and appropriate basis. Provide leadership and guidance on any resulting corrective actions and ensures adherence to SJHS's Non-Retaliation Policy.</p> <p>9. Reports on a monthly or quarterly basis to the ministry Compliance Committee on the status of compliance related initiatives such as dashboard reports, special reports (CCA), or investigative reports and recommends improvements/changes in the overall compliance program based on findings, as appropriate.</p> <p>10. Ensures that the Chief Compliance Officer is apprised of corporate and regional emerging issues, internal and external investigations, and corrective action plans to ensure Corporate Responsibility Program consistency throughout the SJHS ministry.</p> <p>11. On a quarterly basis, directs the process by which the ministries report to the Compliance Department on identified dashboard components measuring compliance effectiveness, and then on an annual basis, conduct validation surveys and prepare summary reports pursuant to these findings for each ministry.</p> <p>ADDITIONAL RESPONSIBILITIES:</p> <ol style="list-style-type: none"> 1. Assists in the preparation of Compliance department budgets. 2. Prepares annual and local work plans and presents to executive teams, Compliance Committees, and other groups as requested. 3. Assists the ministries in reviews relating to internal and external investigations. 4. Ensures that operations are conducted in a manner consistent with the Mission, Vision and Core Values of SJHS that strive to enhance Perfect Care, create Sacred Encounters, and promote the Healthiest Communities.
<p>Key Qualifications</p>	<p>EDUCATION:</p> <p>Excellence in academic achievement with an undergraduate degree, graduate degree preferred, in an applicable field of business (MBA), public health (MPH), or health care administration (MHA).</p> <p>EXPERIENCE:</p> <p>8-10 years experience in healthcare compliance within a multidisciplinary health system. This candidate must have broad and comprehensive knowledge of the elements of the Federal Sentencing Guidelines (Compliance Guidance(s) that constitute and effective and cost-efficient compliance program, a working knowledge of healthcare laws/regulations such as the Fraud and Abuse laws, False Claims Act, the Stark Law, the Anti-kickback Statute and EMTALA. In addition to regional compliance responsibilities, this candidate will have system-wide responsibilities and should have expertise in certain subject matters (e.g., billing and coding, research billing, ancillary services, privacy and security, and/or nursing/care management).</p> <p>LICENSE/CERTIFICATION:</p> <p>Certified in Health Care compliance (CHC) strongly preferred.</p>

KNOWLEDGE/SKILLS/ABILITIES:

1. Possesses a general working knowledge of Medicare, Medicaid and commercial reimbursement rules, including claim preparation and submission requirements to prevent erroneous claims.
2. Extensive familiarity with the Department of Health and Human Services Office of Inspector General (OIG) Compliance Guidance(s) relating to the elements of the Federal Sentencing Guidelines and federal health care program requirements.
3. Ability to perform detailed web-based research and online searches of laws, regulations, industry best practices, and governmental guidance (e.g., OIG's compliance program guidance and advisory opinions) that might affect the company's compliance practices.
4. Excellent analytic and problem solving skills to process auditing and monitoring reports and data compilations to discern opportunities, identify compliance risks, and prioritize recommendations.
5. Outstanding leadership and communication skills essential to work with and coordinate a cross functional team (e.g., Legal, Operations, Administration, etc.) to respond, in writing and in person, to government inquiries and/or investigations.
6. Ability to successfully and independently affect compliance performance by developing relationships with corporate and regional leadership.

PREFERRED POSITION QUALIFICATIONS:

High ethical standards. Excellent written and verbal communication skills, including the ability to present ideas and concepts effectively to SJHS executive management, physicians and employees. Ability to function effectively in a dynamic and highly regulated environment and to affect change, if necessary. Demonstrated ability to analyze problems and issues from a variety of perspectives and understand the legal, reimbursement, and organizational behavioral impact of those decisions. Experience in conducting or responding to government audits and investigations, and/or direct experience working in a relevant federal agency (OIG, CMS) preferred. This position may require up to 50% travel.

Response information: Fax resume to (714) 347-7540 or e-mail to: SJHSHR@STJOE.ORG.