

## **POSITION DESCRIPTION**

Last updated: February 2016  
Position Title: Director, Health Care Delivery (Health Plans)  
Supervisor: Vice President for Health Care Delivery  
Status: Exempt; full-time

### **SUMMARY**

Advance NFPRHA's Health Care Delivery work in the area of working with health insurance plans including Medicaid and Medicaid Managed Care. Support NFPRHA members on issues related to working with these plans including the contracting process. Analyze and document best practices, develop resources, provide on-site and remote trainings, and provide technical assistance and case management and referral on topics in this portfolio.

### **KEY RESPONSIBILITIES**

- Provide technical support and advice to NFPRHA members and other stakeholders.
- Develop and disseminate best practices through NFPRHA and partner publications, conferences and webinars.
- Analyzes federal regulations and program guidelines; prepares positions and comments on the impact of regulations and guidelines on family planning services and systems.
- Stays abreast of developments in health insurance coverage, health care financing and service delivery and participates in professional organizations and meetings to understand and, as appropriate, incorporate new information and approaches into work.
- Represents NFPRHA in provider/professional association groups; family planning and reproductive health coalitions; and prevention coalitions.
- Identifies opportunities to expand and leverage coalitions, allies, and stakeholders.
- Enhances NFPRHA's presence and profile in DC and nationally.

### **POSITION-SPECIFIC RESPONSIBILITIES**

- Provides guidance on the development of metrics and performance targets that assess quality and compliance with insurance contracts.
- Analyzes data to determine insurance trends and identifies issues/policies that have the potential to impact the clinical outcomes and/or delivery of quality health care.
- Documents and analyzes health insurance trends and practices for an assigned portfolio relevant to NFPRHA membership, with a focus on improving service delivery in the safety-net family planning setting.

- Assists NFPRHA members, and provides case management, on a range of health care delivery issues.
- Manages consultant work on projects within assigned portfolio.
- Develops, markets, and delivers on-site and remote trainings. Coordinates and manages logistics, in conjunction with NFPRHA staff, for meetings and trainings associated with their portfolio.
- Contributes to NFPRHA publications as needed, including a weekly newsletter, a quarterly publication, and maintenance of website content related to portfolio.
- Identifies opportunities to expand and leverage coalitions, allies, and stakeholders.

## **EDUCATION AND EXPERIENCE**

- Master's degree or health-related discipline such as Health care Administration or Health care Management or equivalent business experience.
- 1 year Medicaid experience preferred.
- 5 years provider contracting/reimbursement experience in health care setting;
- 3 years of supervisory/ management/ leadership experience, preferably in a managed care setting.

## **SKILLS AND ATTRIBUTES**

- Proven ability to communicate persuasively and translate complex data and concepts into action-oriented information for external audiences.
- Excellent problem-solving skills including identifying and recommending solutions.
- Excellent oral and written communications skills.
- Ability to work well in a team environment and independently to achieve common objectives.
- Ability to exercise sound judgment and make timely decisions.
- Ability to work with multiple priorities and deadlines.
- Ability to adapt and adjust to changing circumstances.
- Demonstrated ability to meet deadlines and manage changing priorities.
- Proven ability to work collaboratively with others.
- Demonstrated strategic thinking and analytical ability.
- Detail-oriented with strong follow-up skills.
- Strong commitment to NFPRHA's mission of supporting family planning & sexual health organizations.

## **SPECIAL CONSIDERATIONS**

- Willingness and ability to travel.

## **HOW TO APPLY**

Submit a cover letter and resume to [hr@nfprha.org](mailto:hr@nfprha.org); please include "Director, Health Care Delivery (Health Plans)" in the subject line. No phone calls.

