

Position Statement
Associate Director Research, Policy, and Planning
Department of Health Care Services

Under the direction of the Director, Department of Health Care Services, the incumbent is a member of the department's executive management team and is the focal point for high-level, complex, time-sensitive analytic policy projects and long-term planning efforts with regard to the positioning of the Medi-Cal program within the broader context of the health care delivery system. This position works closely with the Director, the Chief Deputy Directors and the Program Deputy Directors in accomplishing these tasks. The incumbent may direct or coordinate the work of large staff teams from throughout the department.

The incumbent will:

1. Working with executive and program staff, develop the department's response to high-level, time sensitive requests from the Directorate, the Health and Human Services Agency, and the Governor's office on policy and/or operational issues with regard to the overall health care delivery system and the role of the Medi-Cal program within the system. This may include rapid turnaround reports under extreme time pressure and/or original and complex analyses regarding major policy initiatives; research analyses and evaluation of program concepts designed to improve existing program design or the design of new programs or initiatives.
2. Lead the Department's efforts to develop a strategic approach to maximizing the Medi-Cal program's ability to contribute to improvements in the performance of health care delivery system. Improvements are sought in maximizing the value of dollars spent in terms of health care quality and efficiency and in increasing the effectiveness of expenditures in improving the health status of Californians.
3. Conduct or coordinate evaluations of various Department program efforts to assess program effectiveness and to assess the cost benefit of various strategies to improve program performance, to control program cost, and to expand access to health care coverage.
4. Serve as one of the Department's subject matter experts regarding state and national Medicaid reform efforts, health insurance coverage expansion, value based purchasing, pay for performance, quality improvement, the performance of the health care delivery system in terms of efficiency and health status improvement, and other topics as assigned by the Director.

5. Convene and support an advisory body of experts to assure that the department's plans reflect the best practices and thinking of the broader health care community with regard to system performance improvement.
6. Monitor and report on the progress of the Department in accomplishing goals and monitoring critical/sensitive projects or programs with regard to delivery system performance improvement.
7. Represent the Directorate on major inter- and intra departmental activities and work groups, represent the Directorate at special events and/or functions, both within and outside the State. Represent the Directorate at public hearings and meetings of interested parties.
8. Coordinate the Department's research efforts with individuals in the Department of Public Health, Department of Managed Health Care, Department of Social Services, the Managed Risk Medical Insurance Board, the Office of Statewide Health Planning, and other related organizations.

Desirable Qualifications:

1. A Master's degree or similar training in public policy, public administration, public health, social research or a related field.
2. Experience in policy analysis, quantitative and qualitative research methods, and presentation of material for executive audiences.
3. Familiarity with California's health care delivery system and California state government.
4. Familiarity with state and national efforts to drive health care delivery system improvements.
5. Familiarity with general health care system performance data – outcomes, disparities, costs, coverage, and health insurance market trends.

Desirable Personal Traits:

1. A collaborative working style; ability to work well with teams.
2. Self-starter; able to handle changes in direction with grace and composure.
3. Excellent writing skills.
4. Excellent oral presentation skills.

Application Information

Interested candidates should submit a letter of interest and a résumé to:

Arleen Jacoway
Director's Office
California Department of Health Services
P.O. Box 997413, MS: 1000
Sacramento, CA 95899-7413

Questions about the position of the application process should be directed to Arleen Jacoway at (916) 440-7408 or at Arleen.Jacoway@dhs.ca.gov

Final Filing Date: Thursday, May 31, 2007

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious affiliation, age, sexual orientation, medical condition or pregnancy. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.