



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

ANNOUNCEMENT OF JOB VACANCY

TITLE	Long Term Care Systems Specialist 1 (Health) – 95019
SALARY/GRADE	\$52,293 - \$66,494 G-18
NEGOTIATING UNIT	Professional, Scientific & Technical/PEF 05
LOCATION	Office of Health Insurance Programs (OHIP) Division of Long Term Care Bureau of Managed Long Term Care One Commerce Plaza, Albany, NY
MINIMUM QUALIFICATIONS	Provisional: Bachelor's degree and two years of experience administering or analyzing disability, aging, health, or social services programs for older adults or in the development, delivery or monitoring of long term services and supports (LTSS). OR Six years of experience administering or analyzing disability, aging, health, or social services programs for older adults, three years of which must have been in the development, delivery, or monitoring of LTSS.
PREFERRED QUALIFICATIONS	Preferred candidate should have broad knowledge of healthcare delivery systems, especially long-term care, home health, managed long term care and the New York State Medicaid system; experience in reviewing and implementing legislation and regulations, reviewing health care program applications, and providing oversight of existing programs. Should possess excellent written and verbal communication skills; excellent organizational skills with the ability to prioritize multiple assignments; proficiency in the use of Microsoft Suite tools including Word and Excel.
RESPONSIBILITIES	The incumbent of this position will be responsible for assisting the Director of the Bureau of Managed Long Term Care with projects that expand on the Medicaid Redesign Team (MRT) initiatives and demonstration projects. The candidate will conduct in-depth research analysis of federal and state regulations, track proposals and public comments through the regulatory community based programs. The incumbent will assist with obtaining information from other Department of Health divisions and state agencies and managed care services and supports, synthesizing this information into user-friendly format, and present findings to the bureau director and executive staff. Other duties as deemed necessary in response to the changing needs of OHIP.
CONDITIONS OF EMPLOYMENT	Provisional, full-time.
APPLICATION PROCEDURE	Submit resume, preferably in PDF format, to Human Resources Management Group, SP/LTCSS1/95019 , Room 2217, Corning Tower Building, Empire State Plaza, Albany, New York 12237- 0012, or by fax to (518) 473-3395, or by email to resume@health.ny.gov , with Reference Code SP/LTCSS1/95019 included in the subject line. <u>Failure to include the required information in the subject line of your email or fax may result in your resume not being considered for this position.</u> Resumes will be accepted until July 22, 2016.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
WOMEN, MINORITIES AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY**

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