

Director of Compliance

Job description

The Director of Compliance is responsible for planning, implementing and monitoring the compliance and risk programs for Hospice of Washington County. This position works as an independent and objective reviewer and evaluator of compliance issues and concerns and ensures compliance with all applicable laws, regulations and standards. This position also serves as the HIPAA Privacy Official to assure compliance with HIPAA regulations.

- Plans, designs, monitors comprehensive corporate compliance program.
- Monitors OIG, CMS, AHCA, USDOH and fiscal intermediary websites and forwards pertinent information
- Acts as an independent reviewer and evaluator of the coordination of integral investigations of alleged compliance related violations and partners to develop plans of correction
- Serves as Chairperson fo the Compliance Committee, Co-Chair of QAPI and Safety Committee
- Oversees and follows up agency licensure or certification surveys, development of plan of correction, and survey preparatory activities.
- Establishes and maintains an open line of communication with employees by utilizing hotlines, emails, written communications, etc.
- Oversees the quality improvement and risk management activities for the organization.

MA in Health Care Administration or related field is required. Minimum of five years experience in Health Care Management/Clinical or related field experience, including two years in quality improvement, utilization review, risk management, or licensure/accreditation is required. A minimum of five years management experience is required. Health Care of Hospice Compliance Certification or related certification or the completion of the certification course work within one year of employment is required.