

Health Systems Manager

The Fund for Public Health in New York City, (FPHNYC) is a 501(c)3 non-profit organization that is dedicated to the advancement of the health and well-being of all New Yorkers. To this end, in partnership with the New York City Department of Health and Mental Hygiene (DOHMH), FPHNYC incubates innovative public health initiatives implemented by DOHMH to advance community health throughout the city. It facilitates partnerships, often new and unconventional, between government and the private sector to develop, test, and launch new initiatives. These collaborations speed the execution of demonstration projects, effect expansion of successful pilot programs, and support rapid implementation to meet the public health needs of individuals, families, and communities across New York City.

PROGRAM OVERVIEW

The Primary Care Information Project (PCIP), a bureau in the NYC Department of Health and Mental Hygiene (DOHMH) is devoted to improving health by promoting and supporting primary care. The PCIP works with over 1,300 health care organizations on increasing clinical prevention opportunities, reducing health disparities, managing/preventing chronic disease, and creating community linkages to support health promotion.

Many of the activities and services to primary care are funded by grants and delivered through the New York City Regional Electronic Adoption Center for Health (NYC REACH) devoted to promoting and supporting the adoption of the chronic care model; using payment reform to advance population health by advocating and promoting reforms and programs that will facilitate the delivery of quality primary care; and monitoring the New York City healthcare system by leveraging data to monitor quality of care and population health to inform public health decisions. To learn more, visit us at www.nyc.gov/pcip or www.nycreach.org

POSITION OVERVIEW

As a **Health Systems Manager**, you will be responsible for providing strategic vision and planning for the Health Systems team. This will require frequent contact with senior leadership and project teams from health systems, EHR vendors and other stakeholders, to ensure the timely completion of project and contract deliverables. The **Health Systems Manager** will utilize a combination of software systems to track the progress of incentive program achievement for a caseload of New York City health systems accounts.

The ideal candidate will have strong project management, problem solving, and communication skills to identify barriers in program achievement and resolve problems in a complex working environment. In addition, the candidate should have prior experience using one or several EHR systems, such as: eClinicalWorks, Epic, Allscripts, GE, and NextGen.

RESPONSIBILITIES

- Collaborate with the director on providing strategic direction to the Health Systems team, building proposals for expanding partnerships and services to healthcare organizations, and developing individualized service delivery models for PCIP healthcare partners.
- Develop, foster, and maintain strong working relationships with healthcare organizations enrolled as NYC REACH members and stakeholders throughout the New York City area.
- Under general direction from the director, lead multiple projects for Health Systems and manage the development of project plans, communication with project teams, coordination of resources, and tracking of project deliverables.
- Participate and lead on-site and remote meetings with each of the organizations to assess, track, and evaluate their progress in meeting PCIP program goals.
- Oversee the acquisition of meaningful use and quality improvement data from program participating practices and work with various technological teams within PCIP to ensure the data is loaded successfully into the customer relationship management (CRM) and data warehouse systems.
- Manage a team of 3 – 6 employees responsible for delivering meaningful use and quality improvement services to Hospitals and Health Systems.
- Train and develop staff on various healthcare programs, operational processes and quality improvement guidelines.
- Monitor staff visits for quality assurance; provide feedback to quality staff for continuous improvement.
- Conduct performance reviews for staff in accordance with FPHNY policy and timelines.
- Develop and deliver presentations and trainings in group settings and via webinars to internal and external audiences.

QUALIFICATIONS

- Master's degree or comparable experience - MPH, MPA, or other health care related field
- 3+ years of management experience
- 3+ years of clinically relevant experience
- Exceptional customer service and relationship management skills
- Electronic health record and training experience
- Knowledge of principles related to meaningful use and quality improvement
- Proficiency using Microsoft Office
- Ability to analyze and present data to groups and individuals
- Ability to work collaboratively with physicians, staff and external organizations
- Must be willing to travel within the five boroughs of NYC up to three days per week
- Excellent time management, attention to detail, organizational and communication skills required

There is a potential for this position to transition to DOHMH and therefore candidates must meet DOHMH eligibility requirements, including NYC residency.

SALARY AND BENEFITS

FPHNYC offers a comprehensive benefits package. The salary range for this position is commensurate with experience and salary history.

TO APPLY

To apply, send resume, with cover letter, including salary requested and how your experience relates to this position, to publichealthjobs@fphnyc.org indicating “**Health Systems Manager and your name**” in the subject line.

The Fund for Public Health in New York City is an Equal Opportunity Employer and encourages a diverse pool of candidates to apply.