

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES  
EMPLOYMENT OPPORTUNITIES**

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

**ELIGIBILITY REVIEW ANALYST**

Role Title: Health Care Compliance Specialist II

Position # 00871

Pay Band 5, Level I - Hiring Range: \$41,778 - \$65,000

**Closing Date: October 13, 2014**

Program Integrity Division seeks qualified professional to perform recipient eligibility reviews, audit, and investigate Medicaid and Family Access to Medical Insurance Security (FAMIS) eligibility and claims records to assess compliance. Also responsible for handling audits and reviews in situations of non-compliance and recovery of misspent funds. The successful candidate should have a strong investigative background with experience in financial and/or eligibility review and auditing health care claims. Must have demonstrated ability to conduct investigations via third parties and record reviews. Requires demonstrated experience analyzing investigative or audit findings including financial and medical records. Must be proficient using the PC for spreadsheets, database management, and word processing. Requires demonstrated ability to communicate effectively via detailed reports and presentations. Knowledge of Medicaid and FAMIS policies for all recipient eligibility categories with knowledge of MAGI methodology and VaCMS eligibility determination system strongly preferred. Graduate of accredited college or university with major course work in business administration, accounting, criminal justice, or human services or other health care related field; Education, training, and experience are interchangeable.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

**FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED**

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: [http://www.dmas.virginia.gov/ab-position\\_vacancies.htm](http://www.dmas.virginia.gov/ab-position_vacancies.htm)

**Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.**

**EEO/AA/ADA**