

**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.

MEDICAL FACILITY INSPECTOR

Role Title: Health Care Compliance Specialist II

Position: #00566

Pay Band 5 Level I Hiring Range: \$41,778 – \$62,000

Closing Date: **January 5, 2015**

Great opportunity to evaluate services for the **Program Operations Division** of DMAS. This position independently evaluates services provided for complex medical/surgical pended claims, and ensures appropriate and accurate billing and reimbursement within state and federal regulations, policies and procedures. The successful candidate will have considerable knowledge of medical and surgical health issues, surgical techniques, and medical terminology within various health care environments. Must have considerable knowledge of surgical procedures, research techniques and the ability to apply logical sequence to the analysis. Must have at several years' recent experience in a surgical setting (hospital operating setting, ambulatory surgical center, or other outpatient surgical centers). Requires demonstrated ability to interpret and apply state regulations, guidelines, policies and procedures, and interpret medical records. Demonstrated ability to work independently and communicate effectively verbally and in writing. Must be proficient using word processing and spreadsheet applications on the PC. RN or LPN or equivalent license or certification in related healthcare field is required.

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

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

EEO/AA/ADA