

## HEALTH STANDARDS OFFICER III

### DESCRIPTION OF WORK

Work involves the direction of statewide programs related to the evaluation and certification of medical facilities as eligible to participate in the Medicare-Medicaid program, or, the licensure of homes providing nursing care or convalescent facilities to the public and a program of nursing home improvement.

Employees are responsible for implementing State and Federal regulations concerning inspection, licensure and certification of medical facilities and serve as liaison with federal and state agencies involved in the programs. Work also includes dissemination of information involving interpretation of policies, federal and state laws, and programs' activities to state organizations such as Medical Society of N. C., N. C. Hospital Association, and N. C. Nursing Home Association. Work is subject to general administrative review by the division director through periodic conferences and reports.

### RECRUITMENT STANDARDS

#### Knowledges, Skills, and Abilities

Considerable knowledge of the Federal Social Security Act as it relates to the Medicaid/Medicare Programs.

Ability to effectively communicate with appropriate personnel in hospitals, nursing homes, extended care facilities, home health agencies, independent laboratories, portable x-ray services, and out-patient physical therapy clinics both orally and in writing.

Ability to give advice and encouragement to individuals responsible for upgrading health care facilities.

Ability to understand and carry out oral and written instructions.

Ability to present information clearly and concisely both orally and in writing.

Ability to plan, assign, and coordinate the work of subordinate employees.

#### Minimum Education and Experience

Graduation from a four-year college or university and three years of administrative experience in a health or medical related field of which one year must have been in a supervisory capacity; or an equivalent combination of education and experience.