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| **\*\*\*\*NEW POSITION Announcement\*\*\*\*** |
| **Manager, Quality and Clinical Integration** **Full time in Poughkeepsie or Kingston** Planned Parenthood Mid-Hudson Valley Inc. (PPMHV) has an immediate opening for a Manager, Quality and Clinical Integration that works under the supervision of the Vice President, Health Center Operations to provide leadership and coordination of the Risk Quality Management [RQM] program at the affiliate. Using audit tools and site visits, assures uniform standards of quality services are met throughout the affiliate. The Manager, Quality and Clinical Integration “MQCI” is responsible for developing, coordinating, implementing and managing all quality assurance and risk management activities in accordance with PPMHV Medical Standards and Guidelines [MS&G’s]. The MCQI is responsible for the centralized laboratory process at the affiliate, including assuring quality care and corrective action in the areas of follow up and/ or referral whenever needed. The MQCI develops and provides training programs based on affiliate needs and in partnership with various departments as directed and as needed to assure regulatory compliance and successful completion of internal and external audit processes. **Essential Functions (including but not limited to):*** Responsible for Quality Improvement activities for PPMHV in collaboration with the Medical Management Team (MMT)Team and the Patient Care Review Committee [PCRC].
* Develops integration process for Quality Assurance and Performance Improvement with on-going evaluation of clinical systems with quality metrics.
* Manages the Centralized Laboratory process at PPMHV. Oversees and audits handling of normal laboratory testing results.
* Develops into a super-user to master use of electronic health record and electronic practice management system
* Co-Chairs the PCRC to assure quality of medical care and patient care is consistent with customer expectations, industry standards, regulatory requirements, and quality initiatives.
* Documents, evaluates and follows-up on medical occurrences Responsible for the follow through of all legal record requests received.
* Research, coordinate, and draft materials for internal and external use or for presentation.

**Education, Experience & Requirements:*** Consideration of progressively responsible and relevant work experience in lieu of educational requirements, especially for candidates with internal experience at a Planned Parenthood affiliate, or All**i**ed Health Professional Bachelor’s Degree required; Master’s Degree in Allied Health Profession preferred.
* Registered Nurse (RN).
* Three to five years’ experience in health care (women’s health care preferred), medical operations and supervisory management required.
* Demonstrated experience in quality management and understanding and use of principles of continuous quality improvement.
* Able to develop RQM procedures to assure compliance with regulatory guidelines.
* Documents, evaluates and follows-up on medical occurrences.
* Processes all routine requests from attorneys for medical records, and patient information
* Valid NY State Driver’s license and own reliable transportation to accommodate travel requirement

As noted on the Internal Application, an updated resume is requested to accompany the application.  The resume will support and give a clear idea of your past and present accomplishments. You may also submit a cover letter with your application and resume to further describe your experience. **All documents should be forwarded** [**jobs@ppmhv.org**](file:///C%3A%5CUsers%5Cfriedsus%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CGZCIZ8O3%5Cjobs%40ppmhv.org)**. This position will be posted both internally & externally.****Planned Parenthood® Mid-Hudson Valley is an equal opportunity employer.***Women, people of color, and LGBTQ people are encouraged to apply.* |