

HEALTH CARE FINANCIAL ANALYST, CHIEF**Nature of Work**

Under the general direction of the Chairman of the Health Care Cost and Review Authority Board (HCCRA), performs work at the expert/consultant level by serving as a policy advisor and as an administrator in planning and/or directing accounting or financial activities of the Authority. Performs related work as required.

Distinguishing Characteristics

This is the expert level of the series and serves as an advisor and consultant to management and staff.

Examples of Work

Develops policy statements for the hospital cost-based rate-setting methodology.

Monitors and revises, as needed, the hospital cost-based methodology.

Participates in health care related committee and task force meetings and advises HCCRA Board of developments.

Acts as financial inquirer on significant and/or difficult hospital rate reconsiderations and Certificate of Need hearings.

Advise staff and Board in reviewing hospital rate applications, budgets, financial statements, and financial feasibility studies for Certificate of Need.

Assist managers with the review of information to be presented to the Board.

Develop letters of inquiry to hospitals as a result of public complaints and/or questions.

Confers and consults with various state agencies regarding joint hospital related programs.

Maintains awareness of changes in the rules and regulations of the Medicare and Medicaid programs as well as developments in other state hospital rate regulations.

Maintains awareness of accounting principles, especially those relating to hospital and health care.

Provides training and technical directions on matters of health care finance, accounting, auditing and reimbursement to managers, staff, attorneys and Board members.

Knowledge, Skills and Abilities

Knowledge of the principles and techniques of financial and economic analysis.

Knowledge of health care cost issues and trends.

Knowledge of business management principles.

Knowledge of research techniques.

Ability to evaluate technical and financial data.

Ability to comprehend information from technical, financial, and legal services.

Ability to formulate logical decisions.

HEALTH CARE FINANCIAL ANALYST, CHIEF (CONT'D)

Knowledge, Skills and Abilities (cont'd)

Ability to communicate effectively with a wide variety of people both orally and in writing.
Ability to evaluate economic and financial trends.

Minimum Qualifications

TRAINING: Graduation from an accredited four-year college or university with a major in business administration, accounting, auditing, finance, economics, management, health care administration, public health administration or planning, hospital administration, nursing, mathematics, statistics, or a related health sciences field.

EXPERIENCE: Five years of full-time or equivalent part-time paid professional experience in accounting, finance, economics, statistics, management, research or consulting with a business, hospital, health planning, health organization or qualifying work experience in a health care cost review or regulatory agency involving review of financial information submitted by hospitals and health care providers.

SUBSTITUTION: Master's degree in business administration, public health administration, hospital administration, health care management, economics, or health planning may substitute for one year of experience.

Established: 9/16/92
Revised: 3/27/97, 5/7/97
Effective: 9/16/92, 3/27/97, 5/7/97