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## Louisiana Primary Care Association

### Position Announcement

#### **POSITION TITLE: Clinical Quality Manager**

#### **OVERVIEW**

The Louisiana Primary Care Association (LPCA) is conducting a job search for a Clinical Quality Coordinator who will be responsible for clinical quality data collection, analysis, and reporting for the LPCA, providing technical support and assistance, and engaging health center staff in continuous quality improvement to strengthen patient care.

Established in 1982 as a non-profit organization, the Louisiana Primary Care Association, Inc. promotes accessible, affordable, quality primary healthcare services for the uninsured and medically underserved populations in Louisiana. It is a membership organization of Federally Qualified Health Centers (FQHCs) and supporters committed to the goal of achieving health care access for all. LPCA represents 34 federally funded Community Health Center organizations across Louisiana. These organizations operate over 215 individual sites, and serve over 340,000 patients a year. LPCA serves as the leading statewide advocacy organization in support of community-based health centers and works to stress the importance of healthcare access as the foundation to building healthier communities.

LPCA is an equal opportunity employer, meaning that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap, national origin, sexual orientation, disabled veteran status, or Veteran of the Vietnam Era.

#### **JOB SUMMARY**

This is an exempt position is responsible for coordinating quality improvement efforts for LPCA including development, implementation, data collection and analysis under the supervision of the Director of Clinical Quality.

#### **PREFERRED QUALIFICATIONS/SKILLS**

- This position requires a health care background
- Bachelor's degree and at least 3 years' experience in social work, nursing, health sciences or related field, including experience in program development and knowledge of quality processes and QI techniques
- 2 years of supervisory experience; or any combination of education and experience, which would provide an equivalent background
- Excellent verbal and written communication and interpersonal skills in formal and informal settings
- Must be able to work in a self-directed; remote environment
- Experience with transcribing meeting minutes
- Ability to coordinate projects to and maintain multiple tasks simultaneously to successfully meet deadlines

## LPCA – Clinical Quality Manager

- Ability to travel throughout the state and out of state as necessary
- Awareness of the HRSA OSV Compliance Program for Federally Qualified Health Centers (FQHCs)
- Knowledge of and work with community health centers, health programs for indigent populations, and state health agencies
- Valid Louisiana Driver's License
- Must be able to sit for extended periods of time, stoop, kneel, bend, use a computer, and perform light lifting.

### **DUTIES AND RESPONSIBILITIES**

#### Membership Management:

- Provide direct and indirect support to implement activities pertaining to clinicians and clinical programs for LPCA and its membership
- Assist in the development and implementation of various related clinical initiatives
- Develop and maintain publication and resource library for inclusion on the website
- Assist in the identification, application and reporting for various grant and funding opportunities
- Participate in local, state, and national policy development

#### Clinical Network Support

- Assist in supporting organizations in their comprehensive orientation of new clinicians
- Assist in identifying needs for continuing education and training through collaboration with existing organizations
- Act as a central resource on issues related to clinical programs and practice
- Gather technical and program information at conferences, meetings, and workshops, and provide to assure the provision of essential information to clinicians

#### Quality Improvement Technical Assistance to Health Centers

- Assist and coordinate programs and activities to ensure that health centers provide high quality patient care and engage in appropriate monitoring, utilization review, and clinical outcomes reporting
- Assist with measuring and evaluating data to determine the ultimate impact of programs on both the clinic operations and patient outcomes
- Helps to educate new clinicians and other staff on QI program and related requirements
- Meet with internal and external audiences to identify and problem solve QI issues
- Knowledge and understanding of various quality improvement concepts (including NCQA, HEDIS, PCMH, ACO)
- Knowledge of how to use computer applications like Microsoft Office including spreadsheets.
- Other Duties as Assigned

**Please submit resume and letter of interest that includes salary expectations to [lpca@lpca.net](mailto:lpca@lpca.net) by Friday, March 26, 2021.**