

Essen Health Care

VP - Chief Compliance and Privacy Officer

Essen Health Care is one of the premier healthcare organizations in New York with approximately 600 providers across Manhattan, Bronx, Queens, Staten Island, Long Island and Westchester County. Essen is a patient-focused integrated healthcare delivery platform with the goal of providing the highest level of quality care by leveraging its network of: Primary Care, Urgent Care, House Call, Care Management, Nursing Home, Adult Home divisions. Essen's values come from over 20 years of service to medically under-served communities and from the passion to innovate towards a better healthcare delivery system.

Job Description

The Vice President Chief Compliance and Privacy Officer will report to the Chief Executive Officer and will be accountable to the Board Audit & Compliance Committee that has oversight responsibility for the Essen Business Ethics, Compliance and Privacy Programs.

The VP - Chief Compliance and Privacy Officer will be responsible for enterprise wide and entity level annual compliance work plans, performance dashboards, reports to management, oversight of compliance department budget and personnel including entity compliance officers, but not limited to the following:

- Creation and revision of compliance program policies in accordance with the seven recognized elements of an effective compliance program.
- Evaluation of periodic risk assessments to identify high risk areas
- Formulation of annual entity level compliance work plan focused on continuous improvement of processes in identified risk areas
- Provide input, review and approve entity level annual compliance work plans
- Formulate quarterly entity level dashboards to monitor performance in identified components of the compliance program (which may change from year-to-year)
- Carry out Annual Conflicts of Interest Disclosure questionnaire process
- Lead quarterly Compliance meetings and agenda.
- Oversee and monitor the implementation of the Essen Ethics and Compliance Program and the Privacy Program throughout the organization including policies, education, monitoring processes, performance dashboards, audits, investigations and corrective actions, as warranted. Periodically assess the effectiveness of these programs and related activities.
- Develop and deploy a multi-faceted educational program that focuses on the elements of the Ethics and Compliance Program for new and existing workforce members including independent contractors.
- Develop and deploy education focused on identified business processes to mitigate the risk of noncompliance in areas vulnerable to error or noncompliance such as billing, coding, Stark laws, fraud & abuse laws, false claims or other identified risk areas
- Develop and deploy effective communication throughout Essen to maintain high employee awareness of the Ethics and Compliance Program including how to raise and address concerns

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- Develop approaches and programs to encourage managers and employees to report suspected violations of laws, regulations or policies without fear of retaliation
- Attend Board Meetings at least once a year to maintain communication and updates for Essen Board
- Participate in workgroups and other forums appropriate to facilitate communication and awareness of the Ethics and Compliance Program
- Establish training programs that: (1) convey Code of Ethics, the Compliance Program and the Privacy Program (2) periodically refresh employee's knowledge of the Code and the Programs, and (3) focus on compliance and privacy risks related to specific functional areas and/or specific populations
- Creation of the Compliance Hotline
- Oversee and carryout independent investigation on matters related to compliance and/or response to reports of possible compliance issues. See that matters are resolved, and corrective action taken as warranted.
- Coordinate with Chief Legal Officer on any review or investigation that is non-routine and/or appears to create risk for Essen.
- See that corrective action is taken in response to substantiated reports of violations or errors
- Participate in evaluation of internal controls to see that processes are in place capable of detecting significant instances or patterns of unethical conduct by employees, agents or contractors.
- Maintain incident tracking system and prepare reports for management and Essen Board.
- Ensure that any matter requiring external reporting or disclosure, such as to a regulatory or enforcement agency, is coordinated with legal counsel and reported within requirements
- Conduct or authorize an independent investigation of any matter which, in the judgment of the Chief Compliance Officer cannot be adequately investigated.
- Refer any matter requiring investigation or follow-up to the appropriate entity (HR, Legal, internal audit, security, or other applicable department for review and investigation, as appropriate.

Qualifications:

- Bachelor's Degree from accredited college or university with consistent outstanding academic record required
- 7 - 10 years' experience in a multi-entity outpatient healthcare company including both facility and physician providers with focus on health care compliance including Medicare and Medicaid reimbursement regulations, Stark law requirements and fraud and abuse laws.
- CHC - Certified in Healthcare Compliance preferred
- CHPC - Certified Healthcare Privacy Compliance preferred
- JD preferred

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- Technical skills in healthcare regulatory compliance, Medicare, Medicaid reimbursement, HIPAA privacy laws, Fraud & Abuse and False Claims laws
- Understanding of electronic health record compliance risks.
- Strong leadership and teamwork skills, ability to lead across entity lines, project management skills, ability to multi-task responding to a myriad of requests/projects, critical thinking, seasoned judgment, problem solving, skilled handling of difficult situations, ability to take unpopular stand, if warranted, highest integrity and respect.
- Ability to work professionally with outside agencies.
- Displays innovative thinking with vision. Displays excellent conceptual and planning skills appropriate to a position with responsibility for the total continuum of health care delivery services.
- Displays innovative thinking with vision. Displays excellent conceptual and planning skills appropriate to a position with responsibility for highly reliable health care delivery services.
- Possesses a balanced understanding of clinical, business, and management requirements for various types of health care services, including knowledge of integrated delivery systems.
- Demonstrates superb interpersonal and communication skills to effectively engender confidence and trust.
- Builds credibility and drives outcomes at the highest level; can operate effectively within a complex and diverse organization.
- Demonstrates proven ability to lead organizations in the development and implementation of large-scale change efforts through influence - creating broad organizational buy-in, excitement and commitment.

Proudly presented by:

H E A L T H C A R E

Compliance Connections

Talent Recruitment, Assessment and Development

*For more information or to apply, please contact **Bob Hussar, Esq., CHC**
(518) 487-8258 or send your resume to recruitment@hccconnections.com*