

DEPUTY DIRECTOR
Center for Health Care Quality,
California Department of Public Health

September 2024



The California Department of Public Health (CDPH) is recruiting an experienced, visionary executive to lead our Center for Health Care Quality!

Come join one of the largest and most acclaimed state public health departments in the Nation to lead a team of high achieving nurses, physicians, and other health professionals.

The Center for Health Care Quality Deputy Director serves as a member of the CDPH Senior Leadership Team and directs, coordinates and manages the policies, strategies, and programs of the Center for Health Care Quality to ensure uniform program direction and maximum efficiency.

The Deputy Director exercises discretion and sound judgment when making programmatic decisions required to promote consistent and effective application of mandates and directives. The Deputy Director is expected to stay current with changes in public policy, legislation, and laws as it pertains to the healthcare industry and have the ability to model and support CDPH values (collaboration, competence, equity, integrity, respect, responsibility, trust, and vision).

The ideal candidate:

- Ability to lead, manage, and direct key public health programs.
- Has knowledge of healthcare quality and safety, and the health care delivery system in California.
- Ability to effectively plan for and manage changes in department priorities as well as have a strong quality improvement background.
- Communicate effectively, orally and in writing, with the Health and Human Services Agency, CDPH executives, other state and federal agencies, the Legislature, and CDPH partners, including local health departments.
- Ability to function as part of an executive management team and plan, develop, and implement department policies and priorities.
- Has knowledge of the shifting healthcare environment, including trends in health insurance, healthcare delivery, provider relationships and regulatory issues.
- Has strong political acumen and experience working with elected and appointed public officials as well as community leaders.

The state of California offers a generous benefits package including a pension plan and some of the best medical, dental, and vision plans available.

For application process resources please visit [How to Apply for a Job at CDPH](#) or [CDPH Career Opportunities](#) to explore other vacancies.

If you are in need of application assistance or would like to discuss this role, please contact the CDPH HR Recruitment Team at Apply@cdph.ca.gov.



CDPH works to protect people in the Golden State and helps shape positive health outcomes for individuals, families, and communities. CDPH programs touch the lives of everyone who calls California home, and the millions who visit each year.



The position is based in beautiful Sacramento, CA, and within a 90-minute drive of Lake Tahoe, Napa's wine country, and the Bay Area. The city is surrounded by biking and hiking trails and is perfect for the healthy living enthusiast.

CDPH is committed to achieving an equitable, diverse and inclusive workforce through application of equal opportunity and nondiscrimination policies in all aspects of employment to create an environment that is welcoming to all individuals.

DUTY STATEMENT

Employee Name: Vacant	Position Number: 580-800-1331-001
Classification: Exempt	Tenure/Time Base: Non-Tenured/Full-Time
Working Title: Deputy Director, Center for Health Care Quality	Work Location: 1615 Capitol Avenue, Sacramento, CA 95814
Collective Bargaining Unit:	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Health Care Quality	Branch/Section/Unit:

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resource's Job Descriptions webpage](#).

Job Summary

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by providing day-to-day management and oversight of the Center for Health Care Quality (CHCQ). The Deputy Director serves as a member of the CDPH Senior Leadership Team and directly supervises the five Career Executive Assignment staff responsible for Field Operations North Division; Field Operations South Division; Licensing and Certification Division; Internal Operations; and Public Policy & Prevention Division within the Center. Provides direct supervision over the Research Scientist Manager responsible for the Data and Analytics Division.

The incumbent works under the administrative direction of the Assistant Director, CDPH.

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
- Travel: 10% travel required throughout California and nationwide.
- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other:

Essential Functions (including percentage of time)

- 45% Directs, coordinates, and provides day-to-day management for the policies, strategies, and programs of the CHCQ to ensure uniform program direction and maximum efficiency. Provides oversight and manage the other members of the CHCQ leadership team and recommends policies and procedures for strategic improvement and efficiency. Establishes, develops, evaluates, and manages performance metrics, protocols, policies, and procedures for all aspects of each program/unit and associated tasks/workload.
- 20% Works closely with CHCQ leadership team to make programmatic decisions and is responsible for: the management and policy development of the license fee methodology and the fee collection criteria; the review of federal regulations, state and federal statutory mandates and federal directives; the interpretation and policy decision-making based upon regulatory controls in relation to hospital, long-term care facilities, clinics; and the administrative and support functions required to promote consistent and effective application of mandates and directives in order to ensure the protection and safety of California's population and the CHCQ's resource allocation.
- 20% Represents the CDPH with industry representatives, other governmental agencies and the private sector on matters concerning the California healthcare quality and safety, and the health care delivery system. Advises CDPH and the California Human Health Services Agency (CHHS/Agency) on state-wide policy and health care safety strategy. Provides testimony on behalf of CDPH during budget and other legislative hearings.
- 10% Works with CDPH leadership, CHHS/Agency leadership, and the Center for Preparedness and Response on all emergency responses that affect the healthcare delivery system.

Marginal Functions (including percentage of time)

- 5% Performs other job-related assignments as needed.

I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.

I have read and understand the duties and requirements listed above and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure

of a need for reasonable accommodation, inform the hiring supervisor.)

Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

HRD Use Only:

Approved By: CC

Date: 09/23/2024

1. **Leadership and Management:** Describe your experience leading and managing teams, particularly within the public health and health care sector. Provide specific examples of your successes in team building, staff development, and operational management, including how you ensure compliance with regulations. How have you demonstrated your ability to navigate complex situations, such as conflict resolution, crisis management, continuous quality improvement and change management?
2. **Strategic Thinking:** Explain your experience with interpreting and evaluating state and federal legislation as it impacts public health and health care programs. Describe how you have used your knowledge of regulatory controls to inform policy decisions related to hospitals and long-term care facilities. Provide examples of how you have contributed to the development and implementation of strategic plans, ensuring alignment with public health goals.
3. **Stakeholder Engagement and Communication:** Discuss your approach to stakeholder engagement, providing specific examples of your success in collaborating with various stakeholders, including government agencies, industry representatives, and the public. How do you tailor your communication style to different audiences and navigate complex communication situations? What strategies do you employ to ensure effective communication and build strong relationships?
4. **Public Health and Health Care Expertise and Knowledge:** Describe your understanding of current issues and best practices concerning healthcare quality and safety in California. How have you applied this knowledge in your previous roles? Explain your experience working with the California Department of Public Health, Licensing and Certification (L&C) Program, highlighting your key roles and responsibilities. What specific skills and expertise do you bring to the role that would make you an asset to the team?