

PROPOSED

**Department of Health Care Access and Information
Duty Statement**

Employee Name Vacant	Organization Office of Information Services Healthcare Analytics Branch Quality and Performance Section	
Position Number 441-537-5651-XXX	Location Sacramento	Telework Option Hybrid
Classification Research Scientist Supervisor II (Epidemiology/Biostatistics)	Working Title Research Scientist Supervisor II (Epidemiology/Biostatistics)	

General Description	
<p>Under broad administrative direction, the Research Scientist II (Epidemiology/Biostatistics) (RSS II) (E/B) functions with a high degree of independence and autonomy and occupies one of the higher health policy positions in the Department of Health Care Access and Information (HCAI). The incumbent must be proactive and articulate in addressing cardiac-related health care issues relevant to the people of California. The RSS II (E/B) directs the highly visible California Coronary Artery Bypass Graft (CABG) Reporting Program (CCORP) and the Elective Percutaneous Coronary Intervention (PCI) Program, which produce mandated reports on the quality of cardiac procedures performed in California. These statewide reports are highly sensitive because they involve assigning quality ratings to hospitals and cardiac surgeons and have potentially high health policy impacts. The RSS II (E/B) possesses unique scientific expertise in the areas of cardiac intervention and risk adjustment, used to assess provider quality, and independently makes science-based assessments to guide program decisions. RSS II (E/B) is responsible for developing and implementing a research agenda around heart bypass surgery that provides information to support health policy decision-makers, health care providers, legislators, consumers and others in improving the quality of cardiac procedures, evaluating access barriers, and containing health care costs. The RSS II is required to conceive, plan, and conduct scientific research of statewide scope in areas of cardiac care that are complex and unexplored, such as the development of entirely new performance metrics for cardiac care providers. The development of such metrics routinely involves balancing varying levels of uncertainty regarding the validity and reliability of such metrics with the interests of providers and other stakeholders who may share conflicting views of extreme intensity. The RSS II interprets reports for the media, statewide professional societies, the California Hospital Association and hospital executives, and other senior stakeholder groups and presents original scientific research at national cardiac care forums when possible.</p> <p>In the HCAI work environment, staff may handle confidential patient data. Specific statutes and regulations and HCAI policies and procedures govern the collection, storage, disclosure and use of confidential data. The employee is responsible for the safe and secure handling of this data in compliance with these policies and procedures.</p>	
Supervision Received	Under broad administrative direction, incumbent reports to the Healthcare Analytics Branch Chief (Research Scientist Manager).
Supervision Exercised	Supervises and provides guidance and direction to one (1) Research Scientist Supervisor I position, one (1) Research Scientist IV position, one (1) Research Scientist II position, and one (1) Research Data Specialist II position.
Physical Demands	Must possess and maintain sufficient strength, agility, endurance, and sensory ability to perform the duties contained in this duty statement with or without reasonable accommodation.

PROPOSED

<p>Typical Working Conditions</p>	<p>Requires use of computing devices and phones, frequent face-to-face contact with management, staff, consultants and the public, verbal, written and digital (e-mail) communication, extensive review, analysis and preparation of electronic and written documents, assessment of practical demonstrations, mobility to various areas of the Department, occasional travel and overnight stays to training/conferences or the Los Angeles field office may also be required, and work hours may deviate from core business hours based on the service requirements of the Department.</p>																		
<p>Job Duties E = Essential, M = Marginal</p> <table border="0"> <tr> <td data-bbox="99 625 162 655">40%</td> <td data-bbox="224 625 246 655">E</td> <td data-bbox="347 625 1518 1192"> <p>Using independent science-based judgment and unique scientific expertise in healthcare quality measurement, plan and direct staff and contractor preparation of hospital (CCORP and Elective PCI Program) and surgeon (CCORP) outcome reports, along with other mandated reports that evaluate the statewide impact of CCORP on surgical quality and patient selection. Creation of provider quality reports requires original independent decision-making on complex problems in the areas of risk assessment and statistical association. Report incorporate methods reflecting varying levels of scientific certainty and respond to the needs and concerns expressed by various stakeholders concerning content, presentation, and policy recommendations. Provide expertise and administrative guidance in reconciling the disparate views of hospitals, policy makers, consumer advocates, clinicians and government officials to arrive at program decisions. Report to the HAB Research Scientist Manager.</p> <p>Direct staff preparation, award, and monitoring of contracts including annual hospital medical records audit, UC development of risk models and preparation of preliminary public reports, CCORP cardiology consultant, hospital data contact training, IT support for online data reporting system, and student contractors.</p> </td> </tr> <tr> <td data-bbox="99 1310 162 1339">20%</td> <td data-bbox="224 1310 246 1339">E</td> <td data-bbox="347 1234 1518 1591"> <p>Oversee innovative efforts and untested methodological approaches to accelerating the development of outcome reports and increasing the number of quality measures reported.</p> <p>Engage, as needed, outside entities including the National and California chapters of the Society of Thoracic Surgeons and American College of Cardiology to align CCORP data and quality metric definitions with national standards, consult with CABG Quality directors at four other states on issues of mutual concern; engage with the National Cardiovascular Data Registry regarding the CATH-PCI database, and provide input to the National Quality Forum in their scientific review and approval process for cardiac quality measures. Engage state and nationally recognized clinical and statistical experts via contracts to perform rigorous assessments of the cardiac risk-adjustment and quality profiling methods.</p> </td> </tr> <tr> <td data-bbox="99 1604 162 1633">10%</td> <td data-bbox="224 1604 246 1633">E</td> <td data-bbox="347 1604 1518 1705"> <p>Under broad administrative direction, conduct legislative bill analyses, budget change proposals, oversee completion of regulatory packages, administrative initiatives, reports, and other analyses impacting the CDG.</p> </td> </tr> <tr> <td data-bbox="99 1717 162 1747">10%</td> <td data-bbox="224 1717 246 1747">E</td> <td data-bbox="347 1717 1518 1780"> <p>Under broad administrative direction, conduct the review and analysis of the program budget and provide input on all budgetary aspects including transfers of budget authority</p> </td> </tr> <tr> <td data-bbox="99 1793 162 1822">5%</td> <td data-bbox="224 1793 246 1822">E</td> <td data-bbox="347 1793 1518 1894"> <p>Present and interpret research findings for: dissemination to hospitals, the media, and the general public; publication in the scientific literature and presentation at professional society meetings; presentation to state and federal government scientific panels; and for use in policy development.</p> </td> </tr> <tr> <td data-bbox="99 1927 162 1957">5%</td> <td data-bbox="224 1927 246 1957">E</td> <td data-bbox="347 1927 1518 1963"> <p>Responds to inquiries by the media and other stakeholders concerning outcome reports and their</p> </td> </tr> </table>		40%	E	<p>Using independent science-based judgment and unique scientific expertise in healthcare quality measurement, plan and direct staff and contractor preparation of hospital (CCORP and Elective PCI Program) and surgeon (CCORP) outcome reports, along with other mandated reports that evaluate the statewide impact of CCORP on surgical quality and patient selection. Creation of provider quality reports requires original independent decision-making on complex problems in the areas of risk assessment and statistical association. Report incorporate methods reflecting varying levels of scientific certainty and respond to the needs and concerns expressed by various stakeholders concerning content, presentation, and policy recommendations. Provide expertise and administrative guidance in reconciling the disparate views of hospitals, policy makers, consumer advocates, clinicians and government officials to arrive at program decisions. Report to the HAB Research Scientist Manager.</p> <p>Direct staff preparation, award, and monitoring of contracts including annual hospital medical records audit, UC development of risk models and preparation of preliminary public reports, CCORP cardiology consultant, hospital data contact training, IT support for online data reporting system, and student contractors.</p>	20%	E	<p>Oversee innovative efforts and untested methodological approaches to accelerating the development of outcome reports and increasing the number of quality measures reported.</p> <p>Engage, as needed, outside entities including the National and California chapters of the Society of Thoracic Surgeons and American College of Cardiology to align CCORP data and quality metric definitions with national standards, consult with CABG Quality directors at four other states on issues of mutual concern; engage with the National Cardiovascular Data Registry regarding the CATH-PCI database, and provide input to the National Quality Forum in their scientific review and approval process for cardiac quality measures. Engage state and nationally recognized clinical and statistical experts via contracts to perform rigorous assessments of the cardiac risk-adjustment and quality profiling methods.</p>	10%	E	<p>Under broad administrative direction, conduct legislative bill analyses, budget change proposals, oversee completion of regulatory packages, administrative initiatives, reports, and other analyses impacting the CDG.</p>	10%	E	<p>Under broad administrative direction, conduct the review and analysis of the program budget and provide input on all budgetary aspects including transfers of budget authority</p>	5%	E	<p>Present and interpret research findings for: dissemination to hospitals, the media, and the general public; publication in the scientific literature and presentation at professional society meetings; presentation to state and federal government scientific panels; and for use in policy development.</p>	5%	E	<p>Responds to inquiries by the media and other stakeholders concerning outcome reports and their</p>
40%	E	<p>Using independent science-based judgment and unique scientific expertise in healthcare quality measurement, plan and direct staff and contractor preparation of hospital (CCORP and Elective PCI Program) and surgeon (CCORP) outcome reports, along with other mandated reports that evaluate the statewide impact of CCORP on surgical quality and patient selection. Creation of provider quality reports requires original independent decision-making on complex problems in the areas of risk assessment and statistical association. Report incorporate methods reflecting varying levels of scientific certainty and respond to the needs and concerns expressed by various stakeholders concerning content, presentation, and policy recommendations. Provide expertise and administrative guidance in reconciling the disparate views of hospitals, policy makers, consumer advocates, clinicians and government officials to arrive at program decisions. Report to the HAB Research Scientist Manager.</p> <p>Direct staff preparation, award, and monitoring of contracts including annual hospital medical records audit, UC development of risk models and preparation of preliminary public reports, CCORP cardiology consultant, hospital data contact training, IT support for online data reporting system, and student contractors.</p>																	
20%	E	<p>Oversee innovative efforts and untested methodological approaches to accelerating the development of outcome reports and increasing the number of quality measures reported.</p> <p>Engage, as needed, outside entities including the National and California chapters of the Society of Thoracic Surgeons and American College of Cardiology to align CCORP data and quality metric definitions with national standards, consult with CABG Quality directors at four other states on issues of mutual concern; engage with the National Cardiovascular Data Registry regarding the CATH-PCI database, and provide input to the National Quality Forum in their scientific review and approval process for cardiac quality measures. Engage state and nationally recognized clinical and statistical experts via contracts to perform rigorous assessments of the cardiac risk-adjustment and quality profiling methods.</p>																	
10%	E	<p>Under broad administrative direction, conduct legislative bill analyses, budget change proposals, oversee completion of regulatory packages, administrative initiatives, reports, and other analyses impacting the CDG.</p>																	
10%	E	<p>Under broad administrative direction, conduct the review and analysis of the program budget and provide input on all budgetary aspects including transfers of budget authority</p>																	
5%	E	<p>Present and interpret research findings for: dissemination to hospitals, the media, and the general public; publication in the scientific literature and presentation at professional society meetings; presentation to state and federal government scientific panels; and for use in policy development.</p>																	
5%	E	<p>Responds to inquiries by the media and other stakeholders concerning outcome reports and their</p>																	

PROPOSED

		role in providing public information on healthcare quality, equitable access to care, appropriateness of care, and related topics.
5%	E	Provide consultation to staff and department management on risk-adjustment, provider quality measurement, statistical modeling, and health services research methodologies.
5%	M	Perform other related duties as required.

Other Expectations

- Demonstrate a commitment to performing duties in a service-oriented manner.
- Demonstrate a commitment to building an inclusive work environment that promotes HCAI's diversity, equity and belonging where employees are appreciated and comfortable as their authentic selves.
- Demonstrate a commitment to maintaining a work environment free from workplace violence, discrimination, and sexual harassment.
- Demonstrate a commitment to HCAI's mission, vision, and goals.
- Demonstrate a commitment to HCAI's Core Values.
- Maintain good work habits and adhere to all HCAI policies and procedures.

To Be Signed by the Employee and Immediate Supervisor

I have read and understand the duties and expectations of this position

I have discussed the duties and expectations of this position with the employee.

Employee Signature/Date

Supervisor Signature/Date