

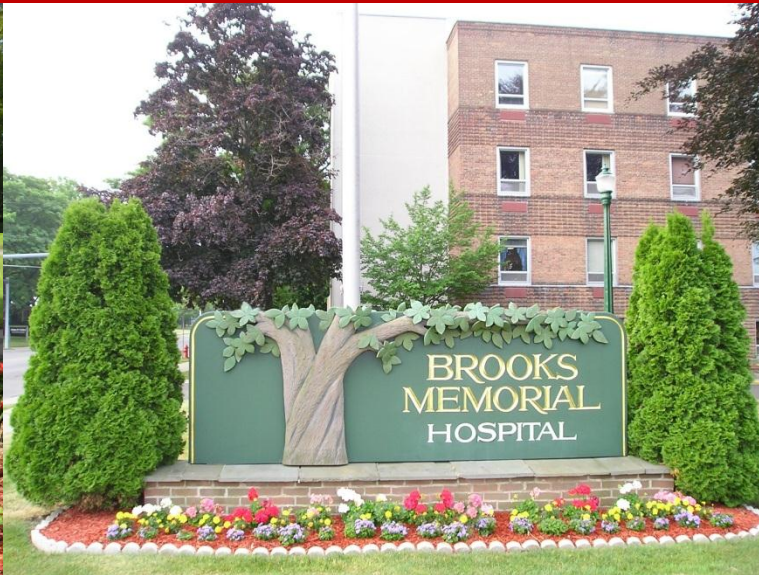
Lake Erie Regional Health System of New York
Chautauqua County, New York
Locations in Dunkirk, Irving and Gowanda

Position Specifications

Director of Health Information Management

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Lake Erie
REGIONAL HEALTH SYSTEM
of New York

www.lakeeriehealth.org

THE OPPORTUNITY

Overview:

Lake Erie Regional Health System of New York (LERHSNY) was formed in 2008 in response to New York State's Commission on Health Care Facilities in the 21st Century, also known as the Berger Commission. The initial findings of the Berger Commission defined approaches for Brooks Memorial Hospital and the TLC Health Network that included the elimination of acute care beds at the Lake Shore campus of TLC Health. It soon became clear that the recommendations would not best serve the healthcare needs of the Northern Chautauqua region. Without collaboration between Brooks and TLC (which includes Lake Shore Health Care Center in Irving and former Tri-County Memorial Hospital in Gowanda), access to healthcare services in the region would be seriously compromised. Both Brooks and TLC began working together with the New York State Department of Health to find a better model, with the end result being the creation of LERHSNY. LERHSNY is an active parent corporation responsible for governing Brooks Memorial Hospital and the TLC Health Network. The system is led by one CEO and one Board of Trustees.

Besides having similar missions, the TLC Health Network and Brooks Memorial Hospital have long traditions in caring for their patients, residents, and clients. Both are committed to protecting local access to primary and emergent care. LERHSNY is able to offer a more extensive range of services by working together rather than independently. While TLC Health and Brooks Memorial both provide important core acute care services, they also have different, complementary programs. For example, Brooks Memorial provides obstetrics, dialysis, radiation oncology services, and a sleep center, none of which are currently offered by TLC. On the other hand, TLC Health is unique in offering long term care, short term rehab, mental health, chemical dependency, home care, primary care clinics, and child/adult day care.

By utilizing a regional approach, The Lake Erie Regional Health System is able to more efficiently coordinate these complementary services and broaden their reach to communities outside of their respective service areas. Additionally, in today's healthcare environment, it is important to have enough activity to ensure clinical quality and economic efficiency. This relationship allows Brooks and TLC to take advantage of economies of scale and better manage their resources, from buying supplies to having sufficient volume to recruit healthcare professionals. For more information please see www.lakeeriehealth.org.

Location:

Chautauqua County, NY

The Position:

The Director of Health Information Management establishes departmental goals in keeping with Health System's mission, goals and objectives for both Brooks Hospital and TLC/Lake Shore Healthcare Center. The Director plans, supervises, and coordinates overall departmental activities in both hospitals. This hands-on leader is charged with working closely with staff and the administration in establishing common policies/procedures and best practices to improve the HIM department. Specifically, the Director will:

- Evaluate the HIM function and submit plans for improvement (with goals and benchmarks).
- Create an engaged and participative culture helping LERHSNY achieve its vision to standardize operations where possible and increase productivity in the HIM department.
- Develop and administer the departmental budget.
- Establish departmental policies and procedures and establishes standards for productivity at each location.
- Manage two hospital site supervisors.
- Improve the quality and efficiency of operations through staff training, team development, job analysis, and inter-departmental communications.
- Select, train, and evaluate all departmental employees.
- Work closely with the Chairman of the applicable Medical Staff Committees with oversight responsibility for Health Information to coordinate activities of the committee in order to assist the committee in performance of its medical staff functions.
- Participate and adhere to the Health Center's overall compliance plan and department specific requirements.
- Play a key role in preparing for the implementation of ICD 10.

Reporting relationships:

The Director of Health Information reports to the Chief Financial Officer of the health system and works closely with the Chairmen of various Medical Staff Committees.

Qualifications:

- Minimum of five years RHIA or RHIT experience in Health Information Management and two years at a supervisor/manager level.
- Graduate from HIM program and credentialed as an RHIA or RHIT.
- Experience leading and training staff and collaborating across departments.
- Experience working with compliance and best practices.
- Knowledge of revenue cycle management.
- Experience working with Meditech is preferred.
- Knowledge of Studer Principles is preferred.
- Strong verbal interpersonal and written communication skills.
- Strong aptitude in reasoning, mathematical, and language skills.

Why consider the opportunity:

- Challenge – The Director of Health Information Management will have a unique leadership opportunity to implement best practices and improve the performance of the HIM function. The Director will be challenged to integrate the two hospitals HIM operations as much as possible.
- Location – Equidistant between Buffalo, NY and Erie, PA. Located on the shores of Lake Erie, the attractive region boasts a low cost of living, good schools, ample opportunities for outdoors recreation and cultural activities, and many attractive housing options.

PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled.

Click the following link to apply and submit your CV/resume:



Or copy and paste the following link into your browser:

<http://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=details&jobOrderID=1665805>

Nominations can be submitted via email to jdelmotte@summitsearchsolutions.com.

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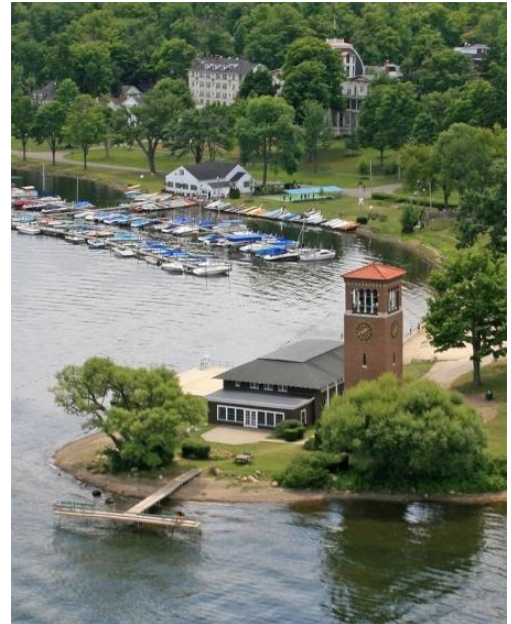
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Lake Erie Regional Health System of New York provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status or status as a covered veteran in accordance with applicable state and local laws governing nondiscrimination in employment.

Chautauqua County, New York

Chautauqua County (established in 1808), serves as the western gateway to New York State. Residents and visitors alike find so many things to love about Chautauqua County. Anchored by the Cities of Jamestown (the largest city) and Dunkirk, Chautauqua County is comprised of a mixture of Victorian, lakeside and Amish communities. The area's natural beauty, affordable housing, access to quality health care, diverse work settings and easy commutes all provide a tremendous quality of life. Coupled with sports and recreational opportunities and tremendous offerings in the arts and education, it's no wonder that Chautauqua County is often called the World's Learning Center!

Today, the manufacturing sector provides the base for the county's economy with important and growing contributions from the retail, service, and tourism sectors. Farming continues to contribute to the county's economy, as well as the associated food processing industry. With its 15,500 acres of grapes, and twenty-three wineries, Chautauqua County has more farms and produces more grapes than any other county in New York State.



Interesting Tidbits:

- *In 1897 Dr. Charles Welch moved his production of unfermented grape juice to Westfield to be in the heart of Concord grape country.*
- *The first lighthouse ever to be lighted by natural gas (1829) still stands at Barcelona Harbor on Lake Erie. It is the oldest lighthouse on the Great Lakes.*
- *Its name may be a contraction of a Seneca Indian word meaning "bag tied in the middle."*

Education: Jamestown Community College has two campuses in the county at Jamestown and Dunkirk. The State University of New York at Fredonia is located in the northern part of the county. Jamestown Business College offers two year degrees, certificates, and a four year degree.

Recreation and Attractions: Beaches, boating, cycling, fishing, golfing, hunting, skiing, trails and parks are just some of the fun things to do in Chautauqua County. Good food is always available at the farm markets, produce stands and cider and syrup producers. You can visit over 23 wineries in Lake Erie wine country and enjoy outdoor concerts, sailboat races, and harvest festivals. Area art galleries feature local and regional art including sculpture, pottery, and fiber arts.

Here are some good sources for information on living in Chautauqua County:

http://www.chautauquachamber.org/Live_Work_Play

<http://www.co.chautauqua.ny.us/living/Pages/default.aspx>

http://www.tourchautauqua.com/what_to_do.aspx





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