



Position Description: Program Manager Bundled Episode Payment Pilot

The Integrated Healthcare Association (IHA) is a California healthcare leadership group organized as a non-profit association, which leverages multi-stakeholder collaboration to improve the quality and affordability of healthcare. IHA is currently working with multiple health plans, hospitals and physician groups to develop and implement a private-sector pilot of bundled episode payment for selected surgical procedures. The objective of the pilot is to test whether bundled episode payment--establishing a global price to cover professional and facility services provided to treat a patient over a discrete "episode of care"--can provide new incentives to use healthcare resources more efficiently, and thus lead to cost savings for providers, health plans and consumers. IHA has received grant funding for this pilot sufficient to cover pilot development and implementation activities for calendar year 2010.

Position Role: The Program Manager will report to the Program Director, Medical Technology. The Program Manager will provide staff support to project workgroups comprised of executive representatives of organizations participating in the project, including developing proposals and supporting materials for workgroup deliberations on a wide variety of issues. He or she will also independently manage specific aspects of the project, e.g., developing sample communications and training materials for new participants.

Position Responsibilities:

- Build and maintain relationships with participants in the IHA pilot.
- Research issues as needed to support workgroup deliberations on any assigned topic. Develop proposals and document decisions made through workgroup consensus or internally by IHA. Build and maintain current knowledge of similar and related initiatives around the country, and use this knowledge to suggest solutions to problems identified by IHA management or workgroup members.
- Become expert in assigned project topics, e.g. data analysis issues or quality metrics.
- Lead and document workgroup meetings and/or individual meetings with project participants.
- Support project communications, develop presentations and project documentation. Plan and manage related events, e.g. roundtables, and panel presentations on bundled episode payment.

Position Qualifications:

- BA/BS required and Masters Degree preferred in health-related field.
- 3-5 years experience working in health care delivery or managed care. Direct work experience within contracting operations of hospital or large physician group practice preferred.
- Demonstrated skills managing complex projects involving a variety of stakeholders.
- Excellent analytic and critical reasoning skills, combined with attention to detail.
- Excellent interpersonal, collaborative and communication skills.
- Strong understanding of current health care reimbursement mechanisms and the structure of California health care delivery system.
- Excellent Microsoft Office skills, including Excel and PowerPoint. Access proficiency preferred.

Special Factors for Performance Success:

- Collaborative working style. Ability to effectively build relationships with staff on all levels of the organizations participating in the pilot.
- Creative problem solver. Able to anticipate needs of pilot participants, identify issues impeding project success, and propose creative, viable solutions.
- Independent worker with superior productivity, demonstrated past success and enjoyment from working in a small, fast-paced, professional environment.

Position is full-time, temporary, grant-funded through 2010. Continuing employment possible if additional funding is secured. Please submit letter of interest and resume in confidence to edegrazia@iha.org.