



Clinical Applications Manager

Job Code: CAMGR - 122
Revision Date: Dec 21, 2018

Salary Range:
\$27.22 - \$44.54 Hourly
\$2,177.60 - \$3,563.20 Biweekly
\$56,625.00 - \$92,633.00 Annually

FLSA: Exempt

Overview

We are an agency committed to innovative behavioral health services in trauma-informed care that promote healing and recovery to instill a sense of empowerment and foster a lifelong sense of resilience.

General Description

The purpose of this job is to implement and maintain certified electronic health record technology. Manage system maintenance, user access, user training, and technical support of all electronic health record functionality; identifying quality payment program initiatives, accurately reporting quality payment program data, and delivering quality payment program performance data to key stakeholders.

This class works independently, under limited supervision, reporting major activities through periodic meetings.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions related to the type of work of the position as necessary.

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.
- Coordinates, assigns and reviews work and establishes work schedules; maintains standards; monitors status of work in progress; inspects completed work assignments; answers questions; gives advice and direction as needed.
- Administers multiple electronic information systems including: Health Information Exchange, Patient Portal, Electronic Prescribing of Control
- Substances, American Psychiatric Association, Netsmart Electronic Health Record, Cerner Electronic Health Record, Medisoft Electronic
- Health Record and coordinates ongoing staff training.
- Administers the electronic information systems for Quality Payment Program Initiatives, Behavioral Health Clinical Quality Measures, Delivery

- System Reform Incentive Program, Medicaid Electronic Health Record Incentive Program, and Merit Based Incentive Payment System.
- Performs other duties as assigned.

Minimum Education and Experience Requirements

Requires a Bachelor's Degree in Computer Science, Information Technology, Engineering or closely related major supplemented by four (4) years of progressively responsible experience in Applications, Network configuration or closely related technology; or possession of any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities.

Experience with trauma-informed services; cognitive behavioral therapies, including DBT; and motivational therapies including the use of incentives, preferred.

Required Knowledge and Abilities

Knowledge of trauma-informed theories, principals, and practices (includes multi-faceted understanding of concepts such as community trauma, intergenerational and historical trauma, parallel processes, and universal precautions), preferred.

Physical Demands

Performs sedentary work that involves walking or standing some of the time and involves exerting up to 10 pounds of force on a regular and recurring basis or sustained keyboard operations.

Unavoidable Hazards (Work Environment)

- None

Special Certifications and Licenses

- Must possess and maintain a valid state Driver's License with an acceptable driving record.
- Must be able to pass a TB, criminal background and drug screen.

Americans with Disabilities Act Compliance

Emergence Health Network is an Equal Opportunity Employer. ADA requires Emergence Health Network to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

Other Job Characteristics

- Staffing requirements, including criteria that staff have diverse disciplinary backgrounds, have necessary State required license and accreditation, and are culturally and linguistically trained to serve the needs of the clinic's patient population.
- Credentialed, certified, and licensed professionals with adequate training in person-centered, family centered, trauma informed, culturally-competent and recovery-oriented care.

Note: This Class Description does not constitute an employment agreement between the Emergence Health Network and an employee and is subject to change by the Emergence Health Network as its needs change.

