

Compliance Risk Manager



Fairfax-Falls Church Community Services Board

Fairfax County Government

Shaping the Future of Government



About Fairfax County

Formed before the Revolutionary War, Fairfax County was home to many of America's earliest statesmen, including George Washington of Mount Vernon, and George Mason of Gunston Hall. The county's rich history encompasses the entire existence of the nation. Today, Fairfax County is one of the premier centers of commerce and technology in the United States. Located just west of the nation's capital, Fairfax County is the most populous jurisdiction in the Commonwealth of Virginia, with 13.7% of Virginia's population. It is a great place to live, work, play and do business.

Governed by a 10-member Board of Supervisors, Fairfax County Government consistently achieves high praise for fiscal stability, quality service and technological sophistication. The total fiscal year 2016 General Fund budget was \$3.8 billion. Fairfax County continues to maintain an exceptional AAA/AAA/AAA bond rating. Only eight states, 37 counties (including Fairfax), and 37 cities hold this highly coveted "Triple A" rating from the three leading rating agencies – Moody's Investor Service, Standard & Poor's, and Fitch Investor Service.

Fairfax County has been nationally recognized as a leader in government performance measurement, garnering the International City and County Management Association's Center for Performance Measurement Certificate of Excellence every year since 2009. The County has an excellent school system and is a national leader in K-12 public education. The public school system is one of the highest-rated school systems in America. Fairfax County is also a leader in higher education, where five major colleges and universities, including the main campus of George Mason University are located. Northern Virginia Community College – the largest community college in the Commonwealth of Virginia – has two campuses in Fairfax County. For more information about Fairfax County Government, visit www.fairfaxcounty.gov.

About the Fairfax-Falls Church Community Services Board

The Fairfax-Falls Church Community Services Board (CSB) was established in 1969 by the joint action of Fairfax County, the City of Fairfax, and the City of Falls Church. This action was taken in accordance with the State Code, which requires every jurisdiction in the Commonwealth of Virginia to establish a CSB or join with neighboring jurisdictions. The CSB serves an area of nearly 410 square miles, with a population of over 1.1 million, and is the largest of the 40 Community Services Boards in the Commonwealth. In FY 2017, the CSB served approximately 23,000 individuals. Fairfax-Falls Church CSB operates as part of Fairfax County's Health and Human Services system, which is designed to protect and promote the health and welfare of county residents through a decentralized program.

The CSB provides services to children, youth, adults and families, through community-based programs for individuals who experience mental illness, substance use disorders and intellectual and developmental disabilities. The CSB also provides early intervention services for infants and toddlers who have developmental delays.

A 16-member administrative policy board oversees the establishment and operation of these local services. CSB Board members are volunteers appointed by county district supervisors or by the chair of the Fairfax County Board of Supervisors. One member is appointed by the Fairfax County Sheriff. Board members may serve up to three terms consecutively, and each term lasts three years.

The Fairfax-Falls Church Community Services Board is an integral part of a networked human services system that includes a central administrative agency. The agency is licensed by the Virginia Department of Behavioral Health and Developmental Services and is the largest local government behavioral health organization in Virginia. Total annual agency funding exceeds \$175 million, with additional funding obtained through reimbursed state/federal sources, third party insurance, and client and program fees for service.

Mission Statement

To provide and coordinate a system of community-based supports for individuals and families of Fairfax County and the cities of Fairfax and Falls Church who are affected by developmental delay, developmental disability, serious emotional disturbance (youth), mental illness and/or substance use disorders.

Values

- **Respect for the people we serve**
Individual dignity and human rights protection are at the center of the CSB service philosophy. Each individual is involved in developing service plans which address his/her needs and preferences. Feedback from service recipients is encouraged to assess program strengths and areas for improvement.
- **Quality in the services we provide**
The CSB offers a comprehensive menu of preventative and responsive services that meet the needs of individuals who live in the Fairfax County community. Services are provided by qualified professionals using methods proven to achieve positive, measurable outcomes.
- **Accountability in all we do**
The CSB recognizes its responsibility to the Fairfax County community by striving to provide services to people with limited resources or complex needs in an effective and efficient manner. Policies and procedures are communicated and accessible to all individuals and organizations with whom we work and process improvement is anchored in continuous data review.

Service Areas

- **Engagement, Assessment, Emergency, Child and Family, and Residential Treatment Services**
Engagement, Assessment & Referral Services; Emergency and Crisis Services, Residential Treatment

and Detoxification Services, Youth & Family Intensive Treatment Services, Youth & Family Outpatient Treatment Services, and Infant and Toddler Connection.

- **Psychiatry and Medical Services** – The CSB employs a number of psychiatrists, nurse practitioners, and nurses. These professionals work as a part of the team to ensure prescribing and primary healthcare needs are being met.
- **Mental Health Treatment and Developmental Disability Services**- Support Coordination Services, Employment & Day Services, Assisted Community Residential Services, Behavioral Health Outpatient & Case Management Services, Supportive Community Residential Services, Diversion and Jail-Based Services, and Intensive Community Treatment Services.
- **Wellness, Health Promotion, and Prevention Services**- community activities to strengthen emotional health and build community capacity to handle issues related to substance use and mental illness, as well as community programs designed to promote healthy behaviors and lifestyles.

Although many services are offered directly in the community, the Fairfax-Falls Church CSB manages and operates many residential and treatment facilities throughout the county. Of special note is the 2015 opening of a new 120,000 square foot behavioral health center. With other county Health and Human Service agency partners, the Merrifield Center offers a full array of primary and behavioral health services in a collocated and integrated service facility.

The Position

An exciting opportunity exists for an individual to provide incident and risk management oversight in the Office of Compliance and Risk Management for the Fairfax-Falls Church Community Services Board (CSB), the largest publicly funded behavioral health and developmental disability government agency in the Commonwealth of Virginia. The position will supervise staff and evaluate, monitor, provide feedback and oversee the staff's daily activities and performance. This individual will assist in identifying and evaluating risk to ensure the health and safety of individuals served by the CSB who have behavioral health, developmental disability, and/or substances use issues within Fairfax County, Falls Church, and Fairfax City.

- **Provides influence and oversight** to the risk management analyst staff as part of the Office of Compliance and Risk Management within the Fairfax-Falls Church County Community Services Board (CSB)
- **Evaluates** behavioral health programs for compliance with state and federal regulations around incident reporting standards and risk management; develops in consultation with the Senior Clinical Manager corrective action plans and root cause analysis with time-frames to correct identified incident documentation issues related to compliance.

- **Develops and establishes** systems for the collection of data; analyzes statistical data and prepares reports that summarize results and makes recommendations for further improvement
- **Conducts** periodic reviews of CSB Program charts to assess performance in the area of incident documentation, to include individualized service plans, progress notes and follow-up in all related documentation in accordance with federal, state and local guidelines.
- **Promotes education** about risk management and incidents, best practices and compliance.
- **Maintains** competence in quality methods and record reviews/auditing practices.
- **Establishes and maintains** knowledge on current trends and related regulations impacting incidents and risk management.

The Candidate

The individual will perform pro-active and retrospective incident and risk management evaluations to identify, analyze and correct processes to ensure the health and safety of the clients receiving services from the Community Services Board (CSB). The individual will further develop and implement the program to meet all Federal, State and Local laws/regulations related to behavioral health, substance use, and developmental disability services. The individual will use root cause analysis to problem solve and identify issues in the delivery of CSB services. The individual will guide agency management and program staff through the CSB's incident and risk management process, and root cause analysis. By employing a progressive and empowering approach to teambuilding and staff development, this candidate must build effective relationships with executive management, clinical and business leadership within the CSB.

Education and Experience

Employment Standards

Any combination of education, experience, and training equivalent to the following:

Graduation from an accredited four-year college or university with a bachelor's degree in field related to the assigned functional area;

Plus four years of professional work experience with in the functional area such as human resources, budgeting and financial management, contract administration and business management, business administration, public administration, mathematics, statistics or related field.

Preferred Qualifications

Master's Degree in business administration, public administration, public policy, Nursing, health care administration, or behavioral health related field; Three or more years serving in a risk management role for a large state or county government behavioral health department; Three or more years overseeing and supervising incident and risk management programs in a behavioral health setting; Three or more years of

supervisory experience in behavioral health care; Experience and proficiency in the use an Electronic Health Record and the Microsoft Office Suite and Excel.

Note that the functional area for this position includes incident and risk management, health care administration, behavioral health, public health, public policy, business administration or other related field that required quantitative and qualitative data analysis skills related to behavioral health.

Special Requirements

The appointee to this position will be required to complete a criminal background check, a Child Protective Services Registry, and a driving record check to the satisfaction of the employer. This position has a special requirement of OIG and the appointee must be Certified in Healthcare Compliance (CHC) from Healthcare Compliance Association.

Compensation and Benefits

Salary is negotiable within an established range (\$65,825.55-\$109,708.77) depending on the qualifications and relevant experience of the selected applicant. Fairfax County Government's total compensation package includes:

- Defined benefit retirement system and deferred compensation program option;
- Outstanding and affordable health, dental and life insurance plans;
- Generous paid holiday schedules and leave programs

Use this link for a complete list of benefits: <https://www.fairfaxcounty.gov/hr/fairfax-county-benefits-summary>.

To Apply

Submit your resume through Fairfax County's online application system at:
<http://agency.governmentjobs.com/fairfaxcounty/>.

Refer to **Job 18-00938** when applying. Deadline to apply is by 5:00 p.m. EST

Fairfax County is an Equal Opportunity Employer that does not discriminate on the basis of race, color, sex, creed, religion, national origin, age, disability, genetic information, veteran's status, political affiliation, genetics or disability in the recruitment, selection, and hiring of its workforce.

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. Contact 703-324-4900 for assistance. TTY 711. EEO/AA/TTY.

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