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| Job Title | COMMUNITY HEALTH CONSULTANT – ADAP Coordinator |
| Job ID | 7159BR |
| Location | Des Moines, IA |
| Department | Iowa Department of Public Health |
| Salary Minimum | \$45,676 |
| Salary Maximum | \$70,844 |
| Job Description | <p>Under the direction of the bureau chief, this Community Health Consultant serves as the coordinator for the AIDS Drug Assistance Program (ADAP), a component of the Ryan White Part B program, by determining client eligibility, monitoring applications for accuracy, providing technical assistance and trainings for health care providers and case managers, and assuring dispensation of prescription medications through the contracted pharmacy. Assures client eligibility according to state regulations and HRSA guidelines and educates health care providers and case managers as changes occur. In collaboration with other Ryan White Part B staff, coordinates and oversees ADAP data collection and entry into CAREWare and submits routine programmatic and financial reports. Provides written report of ADAP goals, objectives, and progress reports for annual grant application to HRSA. Develops and submits quarterly reports to HRSA. Develops and implements client satisfaction surveys, needs assessments, and other data collection tools. Coordinates and collaborates with other benefit programs and agencies, including Medicare, Medicaid, the state's high-risk insurance pool, and HRSA-funded agencies. Develops and maintains an HIV Insurance Assistance Program. Implements the ADAP quality management program, including ADAP data quality assurance protocols, the collection of performance measure data and indicators for ADAP, and the implementation of continuous quality improvement processes and data collection, delivery of ADAP services, and measurement of adherence to medications. Makes recommendations to the Part B Program Coordinator on quality improvement initiatives. Develops and monitors a tracking system to evaluate the ADAP pharmaceutical delivery process. Monitors ADAP expenditures, program utilization rates, and manufacturer rebates. Develops tools to monitor utilization of ADAP, project future program expenditures, and review pharmacy monthly reports for compliance. Ensures payer of last resort and assesses the most cost-effective strategies for ADAP. Oversees the ADAP formulary and assesses the impact of changes to eligibility requirements or the ADAP formulary.</p> |
| Minimum Qualifications | <p>Graduation from an accredited college or university with major coursework in nursing, a human services or health-oriented field, or education, or nutrition and three years of professional experience in these areas.</p> <p>For additional ways to qualify, please click on this link to view the job classification description and minimum qualifications.</p> |
| Post Close Date | 03/16/2010 |
| To Apply: | <p>Submit a completed Iowa Department of Administrative Services - Human Resources Enterprise (DAS-HRE) application form by the closing date. To complete an electronic application form, go to http://das.hre.iowa.gov/iowa.jobs.html and select Search Openings, then search Keyword = 7159BR. Click on 7159BR then Apply for Vacancy. You may also mail an application form to: Iowa Department of Administrative Services - Human Resources Enterprise, Hoover State Office Building, 1305 East Walnut, Des Moines, IA 50319-0150 or fax your application to (515) 281-7970.</p> |

