

The Buckeye Ranch is looking to hire a Compliance and Investigation Specialist. To become a member of the Quality Improvement Team, applicants should have experience working in a behavioral healthcare or child welfare environment. As a Compliance & Investigation Specialist, the selected candidate will make determinations on reportable incidents, conduct investigations, develop corrective action plans, implement quality improvement initiatives, and more. Exposure to audit, compliance, and investigation protocols is a plus. Prior experience in oversight audit activities with the following agencies, OHMHAS, ODJFS, Ohio Joint Commission, COA, and Medicaid, is preferred.

## COMPETENCIES AND ESSENTIAL FUNCTIONS

- Serves as liaison between QI Department and staff to ensure objectives are met to maintain compliance or to implement a continuous quality improvement initiative.
- Regularly communicates to managers and direct service providers any updates or changes to policy, rules, regulations, or other matters related to service provision or documentation thereof. Works directly with program and direct service staff to support adherence to compliance and continuous quality improvement efforts.
- Interprets data from audits and provides meaningful reporting to management.
- Develops and provides written and in-person training resources for service providers.
- Continually maintain quality assurance and quality improvement within all departments of the agency.
- Continually assess, analyze, and identify strengths and weaknesses in all departments and propose ways to improve them.
- Complete all necessary reports as directed including direct communication regarding allegations of abuse.
- Maintain confidentiality at all times.
- Ensure reporting of incident notifications to regulatory authorities are completed within 24-hours.
- Responsible for investigation and mandated reporting of allegations made against Ranch staff members.
- Works collaboratively with program managers and/or directors to develop corrective action plans for staff misconduct.
- Coordinate and collaborate with The Buckeye Ranch quality improvement program.
- Debriefing staff and clients involved in allegations.
- And more.

## POSITION QUALIFICATIONS

- **Education:** Bachelor's Degree Required
- **Experience:** Minimum 2 years of experience working in a behavioral healthcare or child welfare environment preferred
- **Computer Skills:** Proficiency with computer programs necessary to complete the above tasks including Profiler, Office 365, Microsoft Excel & Microsoft Word, Avigilon Video System
- **Other Requirements:** Driving: an essential function of position and employee must keep insurance on their vehicle and driving record in accordance with policies. with all training requirements.

To be considered for this position, fill out an application at <https://recruiting.ultipro.com/BUC1008BKE>

## BENEFITS:

- Excellent medical, dental and vision insurance
- Educational assistance
- Free Continuing Education (CE) opportunities
- Eligible employer for student loan forgiveness via the Public Service Loan Forgiveness (PSLF) program
- Short-term and long-term disability insurance
- 401k
- Generous paid time off
- Paid holidays

**About The Buckeye Ranch** - The Buckeye Ranch serves thousands of children and families from Franklin and other counties throughout Ohio. We pride ourselves in offering specialized programs designed to meet the needs of our clients and their families. Foster Care at The Buckeye Ranch is a network of treatment foster homes, and service providers, committed to the well-being of youth and families who need security and assistance. The program provides foster parenting for children from infancy through 18 years of age and sometimes beyond.

*Applicants are considered for all positions in accordance with statutes and regulations concerning non-discrimination on the basis of race, ancestry, age, color, religion, sex, national origin, sexual orientation, gender identity, non-disqualifying disability, veteran status, or other protected classification. The Buckeye Ranch is an equal opportunity employer, as well as a substance and tobacco free workplace. All offers of employment are contingent on satisfactory pre-employment drug screenings, including TB, reference checks, criminal background investigation, and applicable required licensing.*