

DEPARTMENT OF DEVELOPMENTAL SERVICES
CENTRAL OFFICE
JOB OPPORTUNITY
QUALITY REVIEW SPECIALIST SUPERVISOR

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on current exam list and lateral transfers
Location: 460 Capitol Ave., Hartford
Job Posting No: 15335
Hours: 35 hours/week - Mon-Fri 8:30am-4:00pm
Salary: \$58,413 – \$ 78,938 (HC-25)
Closing Date: November 19, 2012

Eligibility Requirement:

Candidates must have passed the **Quality Review Specialist Supervisor** exam and be on the current certification list promulgated by the Department of Administrative Services for this classifications. State employees currently holding the title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Examples of Duties:

This Quality Review Specialist Supervisor position provides requisite supervision, support and training for a functional unit of (6) Quality Review Specialists (QRS's) in the Quality Management Services Division. This position is further responsible for oversight and monitoring of public and private quality assurance report findings generated by QRS staff. These report findings may include licensing inspections in Community Living Arrangements (CLA's / Group Homes) , Community Training Homes/Community Companion Homes, pursuant to DDS Regulations 17a-227-1-30 and CMS Waiver requirements, and Quality Service Reviews, in all DDS operated or funded service types and locations - residential and day/vocational. Performs related duties as required.

General Experience: Eight (8) years of experience working in a health facility or defined service setting serving persons with developmental disabilities or other related conditions.

Special Experience: Two (2) years of the General Experience must have been in the evaluating and monitoring of programs and services for persons with developmental disabilities or other related conditions.

Note: For state employees this will be interpreted at the level of Quality Review Specialist.

Special Requirements: 1. Incumbents in this class may be required to possess a current Connecticut Driver's license.
2. Incumbents in this class may be required to travel.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam including the job Posting Number. Current State employees must also provide a copy of his/her last two performance appraisals. All application materials must be received by 11:59 p.m. on the closing date indicated above.

Send Applications To:

Department of Developmental Services — Central Office
460 Capitol Avenue
Hartford, CT 06106
Attn: Ms. Daimar Ramos
Email: Daimar.Ramos@ct.gov Phone: 860-418-6121 Fax: 860-418-6004

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.