

State of Connecticut JOB POSTING

OFFICE OF THE STATE COMPTROLLER JOB OPPORTUNITY HEALTH CARE ANALYST

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILLING INSTRUCTION AT THE BOTTOM OF THIS PAGE!](#)

Open To: Candidates on the Current Examination List
Location: 55 Elm Street, Hartford, CT 06106
Job Posting No: #592 and #109197
Hours: Full-Time (40 hours per week)
Salary: \$61,373 (AR22) Starting Annual Salary
Closing Date: **Friday, September 19, 2014** - Application materials must be received by 5:00 p.m. by this date.

The Office of the State Comptroller (OSC) is currently seeking qualified candidates to fill two **Health Care Analyst** positions within the Healthcare Policy and Benefit Services Division – Healthcare Analysis Unit. The selected candidates will be accountable for independently performing a full range of tasks in the analysis of financial, utilization and management records of health care facilities and/or providers or health insurance providers.

Eligibility Requirement: Candidates must have applied for and passed the **Health Care Analyst** exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status in the class may apply for a lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Example of Duties: Researches and analyses statistical data related to the state employee health plan, the shared savings contracted provider groups and other value based insurance designs; assists in the implementation and evaluation of payment reform initiatives; assists in the evaluation of the scalability of the value based design program for other employers in the State of CT; supports the Division Director's activity on the State Innovation Model (SIM) steering committee; acting as agency liaison for all SIM activities; after hours meetings and travel may be required; tracks and monitors activity in the State of Connecticut healthcare appropriation and FAD (funds awaiting distribution) accounts for active employees, retirees and Connecticut Partnership Groups; produces monthly budget reports and presents the budget analysis at the monthly Healthcare Cost Containment Committee Meeting; generating ad hoc reports; provides reporting and data analysis for the State's health plans, the Health Enhancement Program (HEP) and the Connecticut Partnership Plan (PA-11-58); monitors guidance on federal regulations regarding healthcare reform; reviews federal reporting requirements, and makes recommendations to policies and procedures to insure compliance; documents policies that affect the administration of the State of Connecticut health, dental and pharmacy plans with regard to healthcare reform and other such federal and state programs; acts as liaison with health insurance carriers to implement and verify compliance with new requirements and responds to inquiries regarding healthcare reform and the Affordable Care Act; assists members and agencies regarding health plan and HEP issues; drafts correspondence, suggested policy changes and memos regarding the health plans and perform related duties as required.

Preferred Candidate will have:

- Excellent written and verbal communication skills;
- Experience with Medical, Dental and Pharmacy claims data analysis;
- Experience with Medical, Dental and Pharmacy plan operations;
- Experience with health system value based payment reform principles;
- Experience with benefit eligibility, enrollment and premium processing;
- Experience with Budgeting and Financial reporting;
- Familiarity with electronic plan sponsor and insurance provider data interfaces;
- Familiarity with Oracle/PeopleSoft HRMS and Financial systems;
- Ability to multi-task several high priority tasks;
- Ability to review and interpret plan documents, federal and state statutes, labor agreements, etc.;
- Proficiency in Microsoft Access, Excel and Word.

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 must submit a cover letter, resume, three (3) letters of professional references from current and/or previous supervisors and an Application for Examination or Employment (CT-HR-12 – available at: http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf) (Please indicate the position number on the application form). State employees must include copies of their last three (3) Service Ratings in lieu of references no later than the closing date at the top of this announcement to:

Elena Vazquez, Human Resources Associate
Office of the State Comptroller
Administrative Services Division – Human Resources Office
55 Elm Street, 2nd Floor, Room 208
Hartford, CT 06106
Fax: (860) 702-3324
Email: OSC.HR@ct.gov

INCOMPLETE APPLICATION PACKAGES AND THOSE RECEIVED AFTER THE CLOSING DATE INDICATED ABOVE WILL NOT BE CONSIDERED.

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 person with disabilities.