



**DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES
JOB OPPORTUNITY**

HEALTH CARE ANALYST

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

Open To: Candidates currently on the exam list for Health Care Analyst.
Location: 410 Capitol Avenue, Hartford, CT 06106
Job Posting No: 23688OC
Hours: 8:00 a.m. – 4:30 p.m., Monday – Friday, (full time, 40 hours per week)
Salary Range: (AR 22) \$63,215.00- \$81,807.00 (*NEW State Employees start at minimum salary)
Posting Date: December 9, 2016 **Closing Date:** December 19, 2016

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 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.**

Duties include but are not limited to: Perform cost and fiscal analysis to determine reimbursement rates for Targeted Case Management(TCM), Behavioral Health Homes(BHH), Outpatient and Inpatient services; complete random moment time studies (RMTS) administration and analysis tied to rate setting; perform fiscal functions related to the Medicaid Rehab Option (MRO) Group Homes including budget preparation processes and oversight of annual levels of funding; administration, coordination, training, oversight and analysis of twice-yearly time study conducted for 14 MRO individual group homes; perform interdepartmental invoice reconciliation; analyze and evaluate provider claim expenditures and funding; establish and maintain unit procedures and documentation; assist on special projects as assigned.

Preferred Experience:

Experience utilizing both Microsoft Access and Microsoft Excel.

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 the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

**PLEASE SEND APPLICATION TO:
DMHAS/Office of the Commissioner
Human Resources
410 Capitol Avenue, 4th Floor
Hartford, CT 06106**

**MHAOCHR@ct.gov
Fax: (860) 418-6697**

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.