

DESCRIPTION: Under limited supervision, conducts surveys or inspects health care facilities and services including hospitals, nursing facilities, assisted living facilities and other types of facilities and services to determine compliance with statutes and regulations and/or program requirements; performs related work as assigned.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Surveys and inspects facilities and services that provide health care and treatment to collect evidence to support the determination of facilities and services compliance with state and federal statutes, regulations and program standards to qualify for licensure and/or certification to participate in Medicare and/or Medicaid.

Determines facilities and services compliance with regulations and standards pertaining to administration and operation, provision of care and treatment, dietary services, activity services, medication provision, storage and handling, physical environment, sanitation, infection control, staffing, pharmaceutical services, laboratory services, record keeping and disaster preparedness.

Observes health care treatment, facility operations, interviews staff, patients and families and reviews records to determine compliance with regulations and program standards; prepares written reports to document survey or inspection findings including violations, deficiencies and the basis for any such violations of deficiencies.

Investigates complaints to determine whether licensure and/or certification violations or deficiencies are present; prepares written reports to document survey or inspection findings including violations, deficiencies and the basis for any such violations or deficiencies.

Schedules surveys, inspections, complaint investigations and revisits to ensure completion occurs within prescribed timelines.

Provides education to health care facility and service staff, professional associations and other stakeholders to provide information on statutes, regulations and/or program requirements and survey or inspection protocols and methodology used to determine compliance with statutes, regulations and program standards.

Aids in orienting and training of newly assigned surveyors to perform assigned job duties and responsibilities.

Provides testimony and input for the preparation of documents and other materials needed in contested case hearings and related proceedings.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: the principles of public health and medical care administration; the techniques of interviewing; current methods and practices in health care facilities; health care facility equipment, construction, and safety; federal Medicare and Medicaid requirements.

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Ability to: learn and apply agency rules, policies and procedures; apply and interpret State licensure and federal Medicare and Medicaid requirements; communicate ideas clearly, concisely and diplomatically with medical professionals, administrators, and the public to exchange information and explain agency regulations, policies, procedures, and decisions; understand and apply instructions; assess facility progress toward achievement of program objectives and adherence with program standards; make decisions and take action in dealing with problems and situations within established guidelines; interact with individuals to gain their confidence and establish rapport; analyze, prepare, present, and interpret reports and other documents related to health care facility survey activities; interpret and apply related regulations, policies, and procedures for health care providers; evaluate health care facility practices in areas of care and treatment.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

License, certification or registration as an environmental health specialist, dietitian, licensed practical nurse, registered nurse or Bachelors degree in gerontology, a behavioral health field or a related health field and experience in a health care facility/service.

SPECIAL NOTES:

Positions located in the Public Health Division conduct surveys and investigations of health care facilities or services identified in the Health Care Facility Licensure Act, Neb. Rev. Stat. §71-401 to 71-465 and other certified facility types as assigned. These positions are required to:

- Meet the Federal Surveyor Qualification Standards outlined in the State Operations Manual at 4009(B) which requires the person to qualify for one of the following Health Care Professions: hospital or nursing home administrator, industrial hygienist; laboratory or medical technologist; bacteriologist; microbiologist; chemist; medical records librarian; nurse; nutritionist; pharmacist; physical therapist ; physician; Qualified Intellectual Disabilities Professional; sanitarian; or social worker.
- Successfully complete the surveyor training course prescribed and conducted by the Centers for Medicare and Medicaid Services in the program types assigned prior to attaining permanent status.

Frequent overnight and/or regular day travel is required of incumbents of this job class.

May work irregular hours to accomplish surveys, inspections and complaint investigations.

Positions in this class may require an employee to possess a valid driver's license or the ability to provide independent authorized transportation.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).