



Quality Specialist

SUMMARY

The Quality Specialist assists the Director of Quality Improvement and Chief Performance and Compliance Officer (CPCO) to develop, implement, maintain and evaluate the quality and performance activities which serves the employees and patients of Waimanalo Health Center. This position serves as a liaison between the health plans, AHARO Hawai'i, and Waimanalo Health Center to ensure the performance deliverables (activities related to performance incentive payments) are met and works to ensure data integrity, maintain or improve scores, and sustain relationships with partner agencies. This position has no supervisory responsibilities.

EDUCATION AND/OR EXPERIENCE

1. Bachelor's degree or equivalent from an accredited college or university in the Health and/or Human Services field. Experience and/or training in quality improvement, quality control, quality management systems, compliance and/or utilization management; or equivalent combination of education and experience preferred. Master's degree in a health or human service field preferred.
2. Must have the ability to work independently with excellent follow through; must be organized and detailed. Must have excellent communication (verbal, listening, written) skills.
3. Must be proficient in computer applications such as Microsoft Office, i.e. Word, Excel, PowerPoint. Must have experience with an electronic health record system.
4. Must be able to work effectively with multi-ethnic, multi-cultural staff and patient populations