

NorthBay Healthcare has an immediate opening for a full-time Quality & Regulatory Compliance Coordinator

Description:

The Quality & Regulatory Compliance (QRC) Coordinator is responsible for hospital facility operations quality and regulatory compliance monitoring program management, ensuring that NorthBay Healthcare's facilities Compliance Management Program (CMP) is in a continuous state of readiness for inspection by any Authority Having Jurisdiction, including CMS, The Joint Commission, OSHPD and CDPH.

Qualifications:

- Education: Bachelor's degree in related field preferred.
- Licensure/Certification: Certified Healthcare Facilities Manager (CHFM) or Certified Healthcare Safety Professional (CHSP) preferred.
- Experience: Five years of Facilities Operations experience required. Minimum of three years hospital based performance improvement experience preferred. Two years of supervisory or leadership experience preferred.
- Skills: Excellent written and interpersonal communication, collaborative problem solving and teaching skills. Must possess teaching ability, leadership ability, and maintain high professional standards. Must demonstrate the ability to coordinate the work of others. Great project management skills. Must be highly organized, with the ability to set priorities, work independently, and be an effective team member. Must possess a high degree of attention to detail. Ability to abstract complex facility maintenance data and create evidence based actionable opportunities. Excellent critical thinking skills. Excellent problem solving skills. Ability to lead and coach teams and mentor individuals. Ability to speak in front of large audiences as necessary. Ability to integrate information from multiple sources. Advanced Microsoft Office skills including Word, Excel and Power Point skills required. Access or other database management skills and strongly preferred.
- Interpersonal Skills: The NorthBay Way is a set of value-based behaviors that are to be consistently demonstrated and role modeled by all employees that work at NorthBay Healthcare. The NorthBay Way principles consist of Caring, Communication, Collaboration, and Competence.
- Physical Effort: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Requires sitting, walking, and standing. Some stooping, bending and twisting. Lifting of less than 20 pounds.
- Hours of work: Full time; exempt. Typically, Monday thru Friday, but occasional evening or weekend work may be required.
- Other: Must have strong working knowledge of TJC's EC, LS and EM Chapters, as well as National Fire Protection Association (NFPA) standards, and Healthcare Facility Operations standards of related Authorities Having Jurisdiction (AHJ).

NorthBay Healthcare is a 2-hospital, multi-Primary Care and Specialty Care Clinic facility located in Solano County. You'll love our passion for your compassion. At NorthBay Healthcare we believe in the idea that healthcare should still care. That's why we've created an environment that cultivates your commitment to compassionate care and allows it—and you—to flourish. In fact, our philosophy ...of being as passionate about you, as you are for what you do, has earned us one of the highest levels of employee satisfaction in the industry. We're hoping it's earned us your trust as well. For more information about us, or our opportunities in Fairfield and Vacaville, visit www.northbay.org. NorthBay Healthcare. You'll love it here.

Apply directly to our website: <https://www.northbay.org/careers/index.cfm>