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**MAIMONIDES MEDICAL CENTER, Brooklyn, NY**  
**Associate, Managed Care Contracting**  
**Maimonides Department of Population Health / Central Services Organization (CSO)**

Background – Maimonides Medical Center / Community Care of Brooklyn PPS

*Maimonides Medical Center is Brooklyn’s premier specialty care teaching hospital and a leader in population health management. Maimonides pioneers medical breakthroughs, boasts state-of-the-art clinical and information technology, regularly wins awards from independent evaluators for the quality of the care it provides and is the largest teaching hospital in Brooklyn. Maimonides is recognized as an organization committed to focusing first on the needs of the patients and communities it serves. Maimonides values compassionate, patient-centered care and focuses on employee participation and development.*

Maimonides Medical Center’s Department of Population Health (also referred to as the Central Services Organization, “CSO”) was formed to manage and support various Brooklyn-based population health initiatives, including the NYS Delivery System Reform Incentive Payment (DSRIP) program, the Community Care of Brooklyn Independent Practice Association (CCB IPA), Southwest Brooklyn Health Home (BHH), the provision of technical assistance to support adoption of the NYS Patient Centered Medical Home model of care delivery, and other population health initiatives. Maimonides is the designated leader for a Performing Provider System (PPS) in the NYS Delivery System Reform Incentive Payment (DSRIP) program. Known as Community Care of Brooklyn (CCB), the PPS is a network of health care providers and social service organizations working together to achieve targeted improvements in population health and the reduction in preventable hospital use by Medicaid beneficiaries in Brooklyn. The CCB network includes hospitals, Federally Qualified Health Centers, ambulatory care centers, Health Homes and their associated provider networks, long term care providers, social service organizations, as well as both hospital-based and community physicians. To sustain and enhance CCB’s collaboration to date, the CCB IPA was formed to contract with healthcare payors on behalf of a network of providers across Brooklyn.

Overview – Associate, Managed Care Contracting

Reporting to the Senior Manager, Value Based Contracting, the Associate, Managed Care Contracting is responsible for supporting the CSO’s managed care contracting efforts, including value based payment (VBP) contracts and related deliverables. The Associate would work collaboratively with many other individuals and teams in the CSO, at Maimonides, and at key CCB IPA partner organizations. A successful candidate will possess a passion for advancing healthcare, a strong work ethic, an attention to detail, and a commitment to addressing the needs of communities, patients, and partners in Brooklyn.

Specific Responsibilities

The specific responsibilities of the Associate, Managed Care Contracting are to:

1. Support relationships between healthcare payers (e.g., Managed Care Organizations, Medicare) and the CSO, to coordinate, review, and analyze all managed care contracting (including value-based contract) deliverables, working collaboratively with the Manager, Value Based Programs.

2. Manage and maintain accurate network files for each pending and executed managed care contract and provide network updates as required to the payers, working with others in the CSO and network providers to confirm the accuracy of reports.
3. Analyze managed care contracting and value based payment policy and programs.
4. Support and track the development and submission of applications for new managed care contracts and value based initiatives, working to obtain stakeholder and governance input and providing management and oversight on relevant deliverables.
5. Review reports provided by payers related to both financial and quality performance, and develop summary reports on performance for CSO leadership and governance committees, flagging areas of concern.
6. In collaboration with members of the CSO analytics and finance teams, help design and distribute risk/shared savings among network participants in various VBP programs.
7. Define critical implementation or performance improvement initiatives for managed care contracting and VBP programs and support implementation process within CSO, as needed.
8. Working with other areas of the CSO, identify contracting requirements and reporting needs in order to ensure the secure receipt and analysis of payer data streams and the development of provider-facing reports.
9. Analyze network adequacy and network leakage data, and identify opportunities for continuous improvement across the clinically integrated network.
10. Develop written and verbal reports on areas related to managed care contracting, VBP, sustainability, and clinical integration.

### **Qualifications**

- **Education & training:** Bachelor's degree required
- **Experience:** Minimum of two years of experience or relevant Master's degree equivalent, working in contracting and finance in healthcare organizations, preferably related to managed care or value based payment contracting. Ability to communicate complex topics verbally and in writing, balance multiple projects with competing priorities, and work effectively with colleagues, partners, and stakeholders is essential. Healthcare or not-for-profit finance experience and experience working at a Managed Care Organization preferred.
- **Other:** Impeccable integrity; aptitude for Microsoft Office suite (Outlook, Word, Excel, PowerPoint, and other programs); project management skills; strong communication skills; excellent interpersonal skills; obsessive attention to detail; track record of success in a fast-paced, highly collaborative environment.

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