



MEDICAL DIRECTOR, DC MEDICAID PROGRAM

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CLIENT: Government of The District of Columbia
ROLE: Medical Director, DC Medicaid Program
BUSINESS UNIT: Department of Health Care Finance
LOCATION: Washington, DC
REPORTS TO: Senior Deputy Director, DHCF
WEBSITE: www.dc.gov
www.dbh.dc.gov



SITUATION OVERVIEW:

ZRG has been engaged to recruit a **Medical Director, DC Medicaid Program** for The Government of the District of Columbia, operating under Article One of the United States Constitution and the District of Columbia Home Rule Act, which devolves certain powers of the United States Congress to the Mayor and thirteen-member Council. Congress retains the right to review and overturn laws created by the council and intervene in local affairs.

ABOUT GOVERNMENT OF THE DISTRICT OF COLUMBIA:

Serving as the head of the executive branch, the Mayor has the duty to enforce city laws and the power to either approve or veto bills passed by the Council. In addition, the Mayor oversees all city services, public property, police and fire protection, most public agencies, and the District of Columbia Public Schools. The Chief Financial Officer serves through a five-year Congressional appointment in the Executive Branch of the District Government as an independent member overseeing the Office of the Chief Financial Officer.



[Click here to learn more.](#)

ABOUT THE DEPARTMENT OF HEALTH CARE FINANCE (DHCF):

The Department of Health Care Finance (DHCF), formerly the Medical Assistance Administration under the Department of Health, is the District of Columbia’s state Medicaid agency.

In addition to the Medicaid program, DHCF also administers insurance programs for immigrant children, the State Child Health Insurance Program (S-CHIP or CHIP) and Medical Charities (a locally funded program).

VISION

All residents in the District of Columbia have the supports and services they need to be actively engaged in their health and to thrive.

MISSION

The Department of Health Care Finance works to improve health outcomes by providing access to comprehensive, cost-effective, and quality healthcare services for residents of the District of Columbia.

VALUES

Accountability – Compassion – Empathy – Professionalism – Teamwork

PRIORITIES

DHCF has three priorities for the programs they administer:

- Building a health system that provides whole person care;
- Ensuring value and accountability;
- Strengthening internal operational infrastructure.

MAYOR MURIEL BOWSER:

On November 6, 2018, Muriel Bowser became the first woman ever reelected as the Mayor of Washington, DC and the first mayor to earn a second term in 16 years. Mayor Bowser has announced her intention to run for a third term in the November 2022 election.

A member of the Democratic Party, Mayor Bowser previously represented the 4th ward as a member of the Council of the District of Columbia from 2007 to 2015. Elected to the Advisory Neighborhood Commission in 2004, Bowser was elected to the council in a special election in 2007. She was reelected in 2008 and 2012 and ran for mayor and won the general elections in 2014 and 2018.



DHCF SERVICES



Advice

Information on insurance coverage, managed care and your rights to medically necessary health care by your insurance company.



Alliance ICP Renewal Information and FAQ

This program serves residents with no other insurance and not eligible for Medicaid or Medicare.



DC Healthy Families

DC Healthy Families program covers doctor visits, vision/dental care, prescriptions and more.



Grievances/Appeals

Information on submitting an appeal to a health insurance denial, or other delay in covered health care services.



Health Care Alliance

This program serves residents with no other insurance and not eligible for Medicaid or Medicare.



How to Apply for DC Medicaid?

Information and eligibility for applying to the MAGI Medicaid program.



[How to Qualify for DC Medicaid?](#)

Information on Medicaid services in the District including coverage and eligibility.



[How to Renew Your Medical Coverage](#)

Information on which groups are eligible under the MAGI methodology.



[How to Submit a Claim for Undue Hardship](#)

Submit a Claim for Undue Hardship



[Immigrant Children's Program](#)

This program provides coverage to individuals under the age of twenty-one (21) who are not eligible for Medicaid.



[Medicaid](#)

Medicaid helps pay for medical services for low-income and disabled people.



[Medicaid for Breast and Cervical Cancer Patients](#)

Medicaid coverage qualification information for District of Columbia residents.



[Reporting Medicaid Fraud and Abuse](#)

Click here to report fraud and abuse.



[Request for Application for Grant Funding](#)

Information on applying for grant funding.



[Right Rx Initiative](#)

Right Rx provides decision and administrative support to clinicians to facilitate ease of prescribing and appropriate use of medications by Medicaid beneficiaries.



[Special Immigrant Visa Status Medicaid Application Information](#)

Special Immigrant Visa Status Medicaid Application Information.



[Types of Long-Term Care Services](#)

Home and Community Based Waivers



[Who may be Eligible for Medicaid?](#)

General information about Medicaid eligibility for District residents.

POSITION:

The **Medical Director, DC Medicaid Program** is located in the Department of Health Care Finance (DHCF), Office of the Director. The Medical Director has responsibility for the medical administration of the District of Columbia's Title XIX (Medicaid), SCRIP, and Alliance Programs.

As the Medical Director of the DC Medicaid Program, the incumbent develops and maintains professional relationships with the provider community and other professional organizations, including the DC Medical Society, the DC Hospital Association, the DC Primary Care Association, and the DC Health Care Association. In addition, this person will:

- Collaborate with DHCF senior staff on peer review and quality improvement activities; and conducts medical reviews, medical necessity, prior authorization and individual consideration determinations
- Collaborate and advise the Director and DHCF senior staff on policy development including the development of medical necessity criteria, patient safety and health technology assessments
- Serve as Chairperson of the DC Medicaid pharmacy and therapeutics committees and advises the Director on the maintenance of the DHCF formularies and preferred drug lists
- Participate in the accomplishments of administrative and program responsibilities set forth by the Director of the Department of Health Care Finance (DHCF)
- Assist the Director in the execution of Department programs, and in planning and coordinating the execution of programs within the framework of overall policy determinations of the Mayor and the City Council. These areas include the Medicaid State Plan
- Provide Community and Professional Organization Collaboration and Communications as the Medical Director of the DC Medicaid Program
- Develop and maintain professional relationships with the provider community and other professional organizations, including the DC Medical Society, the DC Hospital Association, the DC Primary Care Association, and the DC Health Care Association
- Medical Reviews - Collaborate with DHCF senior staff on peer review and quality improvement organizations; and conducts medical reviews, medical necessity, prior authorization and individual consideration determinations
- Policy Development - Collaborate and advise the Director and DHCF senior staff on policy development including the development of medical necessity criteria, patient safety and health technology assessments
- Health Technology Assessments - Develop and implement written policies and procedures for conducting health technology assessments and/or analyses of evidence-based medical literature for new technologies, drugs and therapeutics as assigned by the Health Services Administrator and/or as support for medical reviews
- Pharmacy and Therapeutics Committees - Serve as Chairperson of the DC Medicaid pharmacy and therapeutics committee and advises the Director on the maintenance of the DHCF formularies and preferred drug lists
- Keep abreast of current health services programs conducted in other areas, both nationally and internationally, as well as, advances in professional knowledge in the field
- Serve as consultant and participant internally within DHCF for other initiatives that require medical and health technology assessment expertise. Also serve as consultant to other external Departments and agencies and maintains contact with high level officials of the

Federal Government, medical societies, medical specialists, and private and civic groups and organizations to explain programs, suggest solutions to problems, and to secure their support and cooperation in carrying them out

- Represent the Director and the District Government at professional and civic meetings as assigned by the Director. Provide consultative services to community health agencies, both public and private, as assigned by the Director
- Performs other related duties as assigned

POSITION DESCRIPTION:

- This position requires a qualified licensed physician who possesses a license to practice Medicine and Surgery in the District of Columbia. The incumbent shall possess at least five (5) years of demonstrated experience in a supervisory or managerial position in a public health agency
- This position requires a qualified physician by virtue of the fact that the programs under the supervision of the incumbent will involve and demand a broad knowledge of a wide variety of medical fields and application of medical administrative skills and abilities
- Expert professional knowledge and experience with quality improvement, performance improvement and clinical guidelines
- Expert knowledge of public health policy and the ability to negotiate in order to arrive at an equitable resolution of problems in the area of health disparity and access to care and services
- Expert knowledge of federal, regional, state, and local governmental structure, services, and facilities, and of governmental rules, regulations, policies, and procedures
- Extensive experience in management techniques and the ability lead, mentor, manage, and provide direction for a diverse professional and administrative staff
- Expert knowledge of the requirements and practices to protect the security and confidentiality of private health information
- Strong analytical skills are needed in order to evaluate and synthesize information, to develop necessary plans, and to assess programs, activities, and services
- Excellent interpersonal skills are required because of the need to develop effective high-level working relationships throughout DHCF and with other District and Federal Government agencies and other stakeholders

QUALIFICATIONS:**SUPERVISORY CONTROLS**

Work under the broad direction of the Medicaid Director. Within the framework of delegated authority is responsible for administering and carrying out the assigned functions and programs. Consult with the Medicaid Director to discuss significant program proposals and objectives.

GUIDELINES

Guidelines consists of pertinent laws and regulations of the D.C. Government, U.S. Centers for Medicare and Medicaid, the U.S. Department of Health and Human Services, the U.S. Public Health Services, the Centers for Disease Control and Prevention, the Agency for Healthcare Research and Quality, and established Department goals and objectives within Congressional and budgetary limitations.

PERSONAL CONTACTS

Contacts are generally with managers, subject matter specialist, and other public health officials, both within as well as outside the District Government, e.g., research organization, state governments, the federal government, community-based healthcare organizations and public interest groups.

PHYSICAL DEMANDS

The work is mostly sedentary and is usually accomplished while seated at a desk. Some walking, standing, bending, and carrying of light objects is required.

COMPLEXITY

The nature of the work involves reviewing terms of successful accomplishment of performance contract objectives, program goals and objectives and for adherence to policy and procedural guides.

SCOPE AND EFFECT

- The purpose of the work is to ensure compliance requirements as they relate to the Medicaid, S-SHIP and Alliance programs;
- The effectiveness of the work performed by the incumbent impacts the development and direction of a comprehensive health care system, the development of programming documents and the systemized evaluation of health program objectives and activities.

PURPOSE OF CONTACTS

The purpose of the contact is to obtain and exchange information related to the operations of the office and general information concerning the Department of Health Care Finance, and other local and federal government staff to ensure consistency in policy development and implementation.

WORK ENVIRONMENT

The work is normally performed in an office setting.

SENIOR MANAGEMENT:



Melisa Byrd
Senior Deputy Director, DHCF

Melisa Byrd is the Senior Deputy Director / Medicaid Director of the Department of Health Care Finance (DHCF). In this role, Ms. Byrd serves as the principal manager for the District’s Medicaid, CHIP, Alliance and Immigrant Children’s programs. Melisa directs the day-to-day organization, planning, implementation, and evaluation of the programs to ensure compliance with federal and District laws. Melisa advises the DHCF Director on all major policy and budget issues related to DHCF’s health care programs. Previously, Ms. Byrd served as the agency’s Chief of Staff and as the Associate Director of the Office of the Public Provider Liaison.

Prior to returning to the Department as the Medicaid Director in October 2018, Ms. Byrd was a Senior Consultant with Health Management Associates (HMA) where she consulted with public and private entities across the nation on Medicaid, health care reform, and reproductive health.

Before initially joining DC Medicaid in 2008, Melisa served as Policy Advisor to the Secretary of the Louisiana Department of Health. Melisa led the Department’s efforts to expand health insurance coverage to uninsured adults and worked on the state’s efforts to restore and redesign the health care delivery system in the aftermath of Hurricanes Katrina and Rita. Melisa began her career at the National Governors Association in Washington, DC, where she was a policy analyst in the Health Division of the Center for Best Practices.

Ms. Byrd received her Bachelor of Arts in Government from Wofford College in 2000.

LOCATION:

Washington, DC is an extraordinary city, one with multiple personalities; a working federal city, an international metropolis, a picturesque tourist destination, an unmatched treasury of the country’s history and artifacts and a cosmopolitan center that retains a neighborly small-town ambience.

Many private and federally funded institutions in Washington provide research facilities in politics, economics, and science. Some of the best known are the Brookings Institution, the Smithsonian Institution, the National Geographic Society and the National Academy of Sciences, which is jointly administered with the National Academy of Engineering, the Institute of Medicine and the National Research Council.

Washington is a city that offers a never-ending wealth of cultural opportunities. Scores of museums, galleries and theatres are located in



the city, many of which are internationally recognized. More than 750 libraries are located in the Washington area, including the Library of Congress, which contains the largest international collection of research materials in the world. Much of the attractiveness of Washington can be attributed to the hundreds of outdoor sculptures and monuments that adorn the parks, gardens, buildings, avenues, and cemeteries of the city.



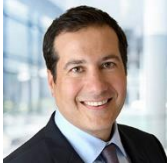
INTERVIEW PROCESS

ZRG provides our client companies with best-in-class hiring process grounded in fact-based measurements and information. We believe finding the best people for a role involves closely matching exact skills and attributes of candidates to the highly specific needs of our clients. Our entire process is built around providing a superior level of quality candidates to our clients who fit the specifications clearly. To accomplish this, we utilize our patented Z Score hiring process, which provides for improved hiring results and better fits for candidates and employers. To this end, our interview process with our client has been carefully discussed and will include:

1. Initial Interviews with ZRG Partners
2. Presentation of Long list of candidates to Client for approval
3. Green light from Client to proceed to Round 2 for selected candidate(s)
4. Face-to-Face Interview with key members of the management team to confirm match and culture fit
5. Finalists will then complete Z Score On-line assessment process to compare individual behavioral and intellectual traits to our hiring database for similar positions we have filled. At this stage, it will take a candidate about 60 minutes to complete an on-line assessment process to help everyone ensure this is the right role and fit (skills, management style, and culture)
6. Offer Presentation with ZRG Partners
7. Start with Client

ABOUT ZRG PARTNERS

ZRG is a global talent advisory firm that is changing the way companies hire and manage talent. ZRG's data-driven approach to executive and professional search has been changing the way clients think about how to find top talent. The company's digital Zi platform combines talent intelligence, candidate insights, and process improvement to dramatically deliver executive searches quicker and with proven better results.



TIM WARD
Managing Director
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Tim Ward brings over twenty years of executive search experience to ZRG's Professional and Technology Services Practice where he specializes in placing sales, operations, business development, delivery, and technology executives with industry leading companies. Tim has developed a reputation for pairing the industry's top executives with the most sought-after opportunities. His consultative approach to helping clients build high functioning teams is a natural fit with ZRG Partners' data-driven, fact-based search process.

[Link to complete bio for Tim Ward.](#)



LEE GOLODNY
Managing Director
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Lee Golodny has nearly a decade of executive search experience exclusively in the Life Sciences arena. He excels at C-Suite level search and subsequently building out senior leadership teams including EVP/SVP, and executive-level searches in multiple functional domains spanning the drug development lifecycle. Lee excels at developing long-lasting relationships in functions including Chief Medical Officers, Chief Business Officers, Chief Regulatory Officers, SVPs of Manufacturing, Supply Chain, Clinical Operations, and Heads of R&D. Lee has built strong relationships with emerging venture-back firms globally. Overall, Lee has successfully placed over 100 executives in the Life Sciences industry.

[Link to complete bio for Lee Golodny.](#)

**SARAH CUETO****Principal**scueto@zrgpartners.com

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Sarah Cueto joined ZRG Partners in 2019 via the acquisition of Toft Group, a boutique retained executive search firm specializing in Life Sciences. She has worked exclusively in Life Sciences for her entire career in executive search. Sarah recruits Vice President through C-suite roles within her client companies across a broad span of functional areas. She specializes in commercial roles, including CBO/CCO/SVP, R&D, as well as physician recruitment. She has placed executives within startups all the way up to Fortune 500 companies. Her sweet spot is placing leadership within emerging biotech organizations at times of rapid growth, and her passion lies in identifying and placing diverse talent.

[Link to complete bio for Sarah Cueto.](#)

**ROBYN EASLEY****Project Coordinator**reasley@zrgpartners.com

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Robyn Easley joined ZRG Partners in 2021. Throughout her career, she's had a specialized focus to optimize the care of candidates, clients she serves, and the entire executive search process. Being groomed in a leading national healthcare company, supporting advanced providers (i.e., medical doctors, nurse practitioners, physician assistants, etc.), she developed her "white-glove" knack before she transitioned into recruitment coordination at a leading global retained recruiting firm, serving professional and executive candidates. There, she also regularly supported and strategized with market leaders, consultants, and recruiters alike.

DC HEALTH IN THE NEWS:

March 25, 2022

[Public Hearing on Fiscal Year 2023 Budget Oversight Hearing](#)

February 28, 2022

[Public Hearing on Fiscal Year 2021-22 Performance Oversight of the Department of Health Care Finance](#)

February 17, 2022

[Mayor Bowser and Universal Health Services Break Ground on New Cedar Hill Regional Medical Center, GW Health at St. Elizabeths East in Ward 8, First Hospital Built in the District in Over 20 Years](#)

February 1, 2022

[Update on Managed Care Organization Procurement](#)