

UNIVERSITY OF WISCONSIN MEDICAL FOUNDATION

POSITION DESCRIPTION

Position Title: Chief Quality Officer – WCHQ/WHA
Position Number: 20014
Reports To: Chief Executive
Department: WCHQ/WHA (Wisconsin Collaborative for Healthcare Quality/Wisconsin Hospital Association)
Date Last Updated: June 2010

Summary: The Chief Quality Officer provides strategic and operational leadership to the performance measurement / reporting / improvement initiatives of the Wisconsin Collaborative for Healthcare Quality (WCHQ) and the Wisconsin Hospital Association (WHA) through “CheckPoint”. The Chief Quality Officer provides leadership in the creation of a vision that aligns the WCHQ and WHA performance measurement initiatives with emerging national and state requirements and opportunities, while maintaining the integrity of the infrastructure and systems that support WCHQ / WHA members in generating and optimizing their use of comparative measures.

Qualifications/Requirements:

- Master’s degree Health Systems Administration, Nursing, Public Health / Policy or Business Administration with at least 10 years of relevant work experience.
- Strategic, opportunistic, and entrepreneurial thinker.
- Ability to articulate a vision for ambulatory / acute care measurement and develop and sustain multi-stakeholder collaboration in support of the vision.
- Possesses a tolerance for ambiguity and inter-organizational complexity.
- Ability to quickly assimilate, assesses, and acts upon new concepts, trends, and initiatives.
- Baseline understanding of health information technology (HIT) / health information exchange (HIE), including data networks, database management and operating systems and interfaces.
- Excellent organizational skills with the ability to manage multiple tasks.
- Understanding of clinical and business processes and improvement methods.
- Effective group / project management skills.
- Excellent verbal and written communication skills.
- Ability to understand basic quantitative concepts.
- Ability to analyze complex tasks, systems, problems and determine solutions.

Physical Requirements: Primarily sedentary work, exerting up to 10 lbs. of force occasionally or a negligible amount frequently

Physical Activity: Primary working position-sitting, with occasional standing, walking, stooping, crouching, and kneeling; frequent reaching, carrying, lifting, pushing, pulling, fingering, grasping, typing, talking-speaking clearly, hearing-conversation, and seeing-near

Work/Environmental: Moderate noise level consistent with an office environment

Personal/Physiological: Interaction with people, working around people, planning of activities, making judgements in emergency situations, frequent changes in duties and volume of work, intra-organizational communication

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.

Position Responsibilities:

Essential

- Y 1. Provide leadership in the design and implementation of leading edge strategies that align WCHQ / WHA measurement and improvement initiatives with emerging national and state requirements and opportunities related to HIT / HIE; “meaningful use”; nationally endorsed performance measures; and, payment reform.
- Y 2. Maintain the operational and financial integrity of the WCHQ / WHA performance measurement infrastructure while pursuing appropriate opportunities to integrate standing and ad hoc work groups / committees, data collection and aggregation methods, technical specification development, measure reporting, assessment of participant reporting workflow, public reporting and member engagement.
- Y 3. Manage vendor relationships in support of the WCHQ / WHA measurement strategy and infrastructure, including contract negotiation / oversight and resource development / allocation
- Y 4. Ensure that Wisconsin physician groups and hospitals receive appropriate orientation and on-going support in fulfilling appropriate requirements of membership, data submission, and reporting.
- Y 5. Provides leadership for WHA’s policy development relative to quality and coordinates WHA’s quality improvement projects
- Y 6. Provide principal staff leadership to the WCHQ Assembly and the WHA Council on Medical and Professional Affairs
- Y 7. Conduct regular project reviews and provide status reports to WCHQ / WHA staff, the WCHQ / WHA boards of directors, WCHQ Assembly and other pertinent stakeholders
- Y 8. Critically assess and synthesize the skills and abilities of the WCHQ / WHA performance measurement team in support of the measurement vision / strategy. The WCHQ team includes the Clinical Information Manager, Performance Measurement Specialist, and Project Analyst; the WHA team includes the Business Analyst and the Quality Analyst. Serve as leader, mentor, coach and supervisor.

Other responsibilities:

Employee Signature: _____ **Date:** _____