

DIRECTOR OF HEALTH INFORMATION TECHNOLOGY

Job Title: Director of Health Information Technology

Department: Administration

Reports To: Executive Director

FLSA Status: Exempt

Summary of Position:

The Director of Health Information Technology oversees all information technology functions for California Mental Health Services Authority (CaIMHSA). CaIMHSA is a joint powers authority serving the county based public mental health system in California.

This position will lead statewide projects relating to health-IT, data outcomes and developing technical solutions to solve challenges in the Behavioral Health space.

Candidates with experience in the public sector environment are highly encouraged to apply.

Key Responsibilities

- Oversight of all technology operations, assessments, compliance etc., in accordance with JPA established goals.
- Work with a diverse group of stakeholders in the assessment of how best to utilize technology to solve complex regulatory changes.
- Develop and administer IT policies and systems to support the implementation of strategies set forth by executive management.
- Consult stakeholders across county systems to identify business and technology needs to optimize the use of information technology.
- Ensure smooth delivery and operation of IT services by monitoring systems performance.
- Create processes and standards for selection, implementation, and support of systems.
- Thorough understanding of HIPAA and security standards.
- Identify and recommend upgrades and new systems to meet the JPA's needs.
- Plan and strategize on concepts beneficial to the JPA while ensuring alignment with existing and future budgets.
- Coordinate with IT managers, technicians, developers and other contractors to guide the delivery of new systems.
- Other duties as assigned.

Required Education/Experience

- Experience managing electronic health record systems.
- More than 10 years of experience working in IT operations.
- More than 5 years supervising technology teams and overseeing large information technology projects.
- History of effectively managing complex health information technology vendors.
- Proven experience as an IT director including the analysis, implementation and evaluation of IT systems and their specifications.
- Excellent understanding of computer systems, security, network and systems administration, databases and data storage systems, and telecommunications systems.
- Broad understanding of best practices in the use of health information technology.

Skills and Attributes

- Must have strong interpersonal and communication skills - verbal and written.
- The ability to work well with a multidisciplinary team to develop technical solutions.
- Highly analytical approach to problem analysis and problem-solving with strong attention to detail and accuracy.
- The ability to read and understand regulatory language related to health information technology and interoperability.
- Able to multi-task on several projects and collaborate with groups and partners of various technical skill levels.
- Able to prioritize projects and direct available resources as necessary while meeting timelines and remaining within budget.
- As a continuous learner the candidate must keep up on the latest information technology trends and products as well as new regulatory standards around health information technology.
- Knowledge of project management principles.

Physical and Sensory Requirements:

- Candidate must be able to sit for long periods of time to perform duties, move around, make inquiries from other staff, and management as needed.
- Must be able to bend or stoop down to access files, including lifting of items or objects up to 20 lbs.



