

*Job posted on 2013-06-14 by matthew.thompson; posting expires on 2013-09-01*

**Employer:** Healthcare Management Solutions LLC

**Position:** LTC Medical Facilities Surveyor

**Job Description:** Full Time, Permanent,

Healthcare Management Solutions LLC (HMS) is seeking potential candidates to fill anticipated LTC Medical Facilities Surveyor positions for a government contract.

The primary function of the Surveyor is to conduct on-site surveys consisting of: Recognition, Annual, Abbreviated, and For Cause surveys for compliance with regulations related to LTC facilities.

**Duties and Responsibilities:**

- Comply with CMS Principles of Documentation in maintaining and preparing records, reports, and correspondence related to the survey process.
- Complete documentation with accuracy and special attention to detail using appropriate language and technology.
- Verify all documentation supplies complete support rationale for all recommendations or findings.
- Submit documentation according to established time deadlines.
- Maintain current knowledge of CMS policies and procedures.

**Qualifications:** Qualifications:

- LTC experience.
- RN, Dietician, Pharmacist, Social Worker and/or Physician.
- Knowledge of the CMS survey process for LTC facilities.
- Knowledge relative to the evaluation of quality of care in all regulatory aspects of LTC facilities.
- Adult day care surveying experience a plus.
- Must be able to fulfill all job related travel associated with this position.

**Minimum Education and Experience:**

- Associate Degree required, Bachelor Degree preferred.
- SMQT required.
- Life Safety Code preferred.

# Off-Campus Employment

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**Preferred Major(s):** Associates Degree - Forest Technology; Associates Degree - Land Surveying; Natural Resource Management - Applied Science; Natural Resource Management - Business/Management; Natural Resource Management - Criminal Justice; Natural Resource Management - Environmental Science; Natural Resource Management - Forest Technology; Natural Resource Management - Land Surveying Technology; Natural Resource Management - Landman Technology; Pre-Nursing;

**Application Instructions:** To apply: Please submit a current resume at [www.hcmsllc.com](http://www.hcmsllc.com) by selecting the EMPLOYMENT

OPPORTUNITIES tab located at the top right side of the website. For additional information

on this position, please contact the HMS Human Resources Department via email: [hr@hcmsllc.com](mailto:hr@hcmsllc.com)

or via phone: 304.368.0288.