

Joe Lombardo  
Governor



Richard Whitley, MS  
Director

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF HEALTH CARE FINANCING AND POLICY

*Helping people. It's who we are and what we do.*



Stacie Weeks,  
JD MPH  
Administrator

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### AGENCY MANAGER

## Division of Health Care Financing and Policy

**Salary: up to \$136,133 (Employee/Employer Paid Retirement Schedule).** *Salary does not reflect an 11% COLA increase that will go into effect July 1, 2024.*

**The Nevada Division of Health Care Financing and Policy (DHCFP)** is seeking to fill the position of Agency Manager. This is a full-time unclassified position and will be housed in Carson City, Nevada. Statewide/out of state travel will be required.

The mission of DHCFP is to purchase and provide quality health care services to low-income Nevadans in the most efficient manner; promote equal access to health care at an affordable cost to the taxpayers of Nevada; restrain the growth of health care costs; and review Medicaid and other state health care programs to maximize potential federal revenue.

**THE POSITION:** This position is within the Division of Health Care Financing and Policy, commonly known as Nevada Medicaid. This position reports directly to and serves at the pleasure of the Division Administrator. The Agency Manager will oversee Medicaid Innovation and Policy to function as the Division's lead over the management and implementation of large-scale projects impacting Medicaid policy and programs. This includes serving as the lead for implementation of the Division's response to the U.S. Department of Justice report on the state's violation of the Americans with Disabilities Act with respect to children with serious behavioral health challenges in addition to other future large-scale or system-wide innovations.

Responsibilities include, but are not limited to:

- Development and implementation of a package of intensive behavioral health services and programs designed to assist families and children with serious behavioral health needs, including planned and emergency respite care and wraparound facilitation services for families.
- Design and management of delivery system changes and reforms to the state's behavioral health care system for children, including integration of medical and behavioral health benefits in Medicaid and developing new models for reimbursement and service delivery that will build out a sustainable continuum of care for this population.
- Leading and implementing, in coordination with diverse statewide stakeholder groups, initiatives related to rate reform for Residential Treatment Centers, Intensive in-home services, crisis intervention services and rate parity for inpatient psychiatric services with acute inpatient psychiatric services.
- Providing expert advisement to the Division Administrator and Department Director on strategic and innovative efforts to existing programs and policies that will drive program efficiency and greater alignment with the Division's mission.
- Directing contracted program staff to establish and manage program goals, objectives, policies, and procedures of the health services and programs, realizing measurable outcomes and impact.
- Ensuring proper accountability and monitoring is established and maintained across cross functional internal and external teams, working in a highly matrixed environment.

- Integrate policies, procedures and programs with state, federal and community policies, procedures, and programs.
- Ensuring effective contract oversight of vendors hired to assist with the implementation of system-wide reforms in Medicaid.
- Coordinating program services with other stakeholders including, but not limited to: courts, law enforcement, universities, other state and governmental agencies, community groups, and the service delivery network.
- Serve as the lead on behalf of the executive leadership team at the Division on additional large-scale projects impacting multiple programs, units, and other Department Divisions.

**QUALIFICATIONS:**

Bachelor’s Degree in public health, public policy, public administration, business, organizational management, health equity, or a related field. (Qualifying experience in executive leadership or senior organizational development roles may be substituted for the educational requirements).

- Demonstrated experience in strategic project development and management.
- Exceptional project management skills, including the ability to prioritize and manage multiple projects and stakeholders simultaneously and meet tight deadlines in a fast-paced environment.
- Ability to establish and maintain partnerships with staff and representatives from governmental and community organizations, and foster collaboration among diverse stakeholders.
- Demonstrated ability to facilitate group processes, project team development and management, and training staff.
- Strong leadership skills.
- Ability to design research studies, organize, analyze, and present data with accuracy, thoroughness, and attention to detail.
- Demonstrated ability to work both collaboratively and independently.
- Excellent written and oral communication skills, including superior writing and editing skills.
- Ability to research, quickly understand, and synthesize new information on a wide range of public health topics and distill complex topics into easy-to-understand terms for lay audiences.
- Reliable, highly organized, and able to adapt to changing priorities and new initiatives.
- Quality-oriented with a passion for excellence and keen attention to detail.

**WHY APPLY?**

Nevada offers sunshine and recreational opportunities including golfing, biking, off-roading, hiking, skiing, and fishing. Nevada's landscape and activities are a few reasons to join the Silver State workforce! DHCFP is committed to developing a team that embraces our mission and core values throughout our local community. We offer an exceptional benefits package, a robust defined benefit retirement plan, and ample opportunities for growth. Additional benefits include:

- Health, dental, vision, and life insurance
- Three weeks of annual (vacation) leave, and three weeks of sick leave annually
- Twelve (12) paid holidays
- Positive, friendly work environment focused on balancing work and home life

**SPECIAL NOTES:** Fingerprinting and a background investigation through the FBI and DPS are required. The employee is responsible for all background check fees upon hiring, plus additional fees for rolling fingerprints.

**TO APPLY:** Please submit your Curriculum Vitae which details your experience, responsibilities, the nature and size of the organization/programs you worked for, salary history, reasons for leaving prior employment, and professional references to:

Logan Kuhlman  
Division of Health Care Financing and Policy  
1100 E William St, Suite 101, Carson City, Nevada 89701  
Fax: (775) 684-3893  
[Lkuhlman@dncfp.nv.gov](mailto:Lkuhlman@dncfp.nv.gov)

**SELECTION PROCESS:** Application material will be screened based on the qualifications; those candidates deemed most qualified will be invited to interview. Announcement will remain open until recruitment needs are satisfied.