



Job Title: Practice Transformation Consultant/Oral Health Project Manager

Location: South Florida

Hours/week: 20

Compensation: Commensurate with experience

Employment type: Consultant

Position Summary: The Florida Institute for Health Innovation (FIHI) is seeking a collaborative leader for the role of Practice Transformation Consultant/Oral Health Project Manager for its oral health portfolio. The consultant will coordinate, facilitate and lead the Florida Oral Health Alliance and Medical/Dental Integration (MDI) Pilot projects.

The Practice Transformation Consultant will provide operational support to pediatric primary care practices in Palm Beach and Miami-Dade counties, working to provide ground-level tactical assistance to help ensure the launch and management of the medical/dental integration pilot program. The candidate will play a support role working with medical and dental provider groups towards integrating preventative oral health services into the primary care setting with the goal of improving patient outcomes and fiscal performance, while maintaining quality service standards.

Responsibilities:

- Oversee the implementation of oral health projects including the Florida Oral Health Alliance strategic plan and MDI Pilot
- Facilitate or support facilitation of Florida Oral Health Alliance meetings
- Develop and manage timelines, lead project planning, and coordinate deliverables in collaboration with external partners
- Train pediatric primary care teams on MDI guidelines and on best practices
- Grant and program development, as applicable
- Improve care coordination by working with pediatric practices on:
 - Workflows
 - Billing
 - Documentation
 - Capacity and capabilities
 - Increasing referrals to dental providers
 - Monitor progress and performance
 - Identify and address gaps in oral health care, access, and performance barriers
- Monitor program activities to ensure quality and accuracy of work outcomes per contractual and grant commitments including effective project documentation and reporting

Requirements:

- Graduate degree in a field related to public health with a minimum of five (5) years' experience in management, public health and/or healthcare
- Excellent managerial, analytical, decision-making, interpersonal, organizational and writing skills
- Ability to facilitate collaborative action of multiple partners

Skills, Abilities and Competencies Required:

The ideal candidate:

- Demonstrates a high degree of project management skills, professionalism, political acumen, strong organizational and analytical skills, strong oral and written communication skills and the ability to handle multiple tasks and projects in a deadline-driven environment.
- Possesses a track record of managing contracts, grants and programmatic activities.
- Exercises discretion, independent judgment, political insight, and professional accountability in all situations.
- Must work well independently and be a team player with respect for the diverse cultures and experiences of others.
- Pro-actively takes initiative and is highly organized, detail-oriented and creative, understands social media and is proficient in Microsoft Office including Word, Excel, Access and PowerPoint.
- Knowledge of HEDIS, Medicaid, and insurance reimbursement preferred.

Interested candidates should please email resume and cover letter to Fay Glasgow at fglasgow@flhealthinnovation.org

The Institute's mission is to create healthy and sustainable communities by championing innovative public health policy and cross-sector collaboration.

We achieve this by:

- *Facilitating data-driven, results-based collaborative action for collective impact*
- *Conducting innovative community-focused research and evaluation*
- *Promoting the development of collaborative leaders through training and support*
- *Providing impartial analysis of policy health impacts*

For more information about the Institute, please visit our website: www.flhealthinnovation.org.
