

UW HEALTH JOB DESCRIPTION

MANAGER, POPULATION HEALTH CARE MODEL DEVELOPMENT

Job Code: 301024	FLSA Status: Exempt	Mgt. Approval: R. Lankton	Date: December 2020
Department: Population Health		HR Approval: J. Olson	Date: December 2020

JOB SUMMARY

The Manager, Population Health Care Model Development is responsible for carrying out core management responsibilities in support of UW Health's population health care model goals. The Manager engages with a wide variety of stakeholders to develop a portfolio of population health care model programs that provide a coordinated, comprehensive system of care across the care continuum including primary care, specialty care, and post-acute care. The Manager serves as an expert resource in their areas of competency and subject matter knowledge and serves as a mentor and coach to staff, other colleagues, and across the organization.

The Manager provides oversight and day-to-day guidance in planning, organizing, and executing the work of the Population Health Care Model work plan. This includes determining the needs and scope of projects, planning and coordinating timelines and milestones with stakeholders, tracking and managing deliverables, and measuring and evaluating project outcomes and effectiveness. The Manager is responsible for the appropriate allocation of resources to ensure successful and timely completion of projects and deliverables and the achievement of key milestones and goals for their area of responsibility.

MAJOR RESPONSIBILITIES

Population Health Care Model Program Development and Portfolio Management

The Manager oversees the development of a population health care model strategy and related population health care model programs in collaboration with the Medical Director of Population Health Management and applicable ambulatory care leaders.

- Manage the Population Health Care Model work plan across projects and teams, including facilitation and coordination to optimize care model programs, develop timelines, and achieve milestones to meet expectations and goals
- Ensure adherence to Population Health Care Model Core Standards so that program activities are coordinated, aligned, and sequenced with other organizational or strategic initiatives and/or other improvement activities
- Proactively identify potential barriers and constraints and resolve them with support of appropriate leadership
- Manage development, definition, and collection of program outcome measures along with ongoing reporting and monitoring processes to continually assess program effectiveness and identify opportunities for program improvement
- Act as liaison between project teams and applicable departments to ensure project deliverables are completed on time with high quality
- Develop and manage Population Health budgets in coordination with department leadership

Coordination and Communication

Provide leadership and foster partnerships, cross-training, teamwork, engagement, and talent development

- Develop ongoing communication plans with population health work groups, Ambulatory Operations, Patient Resources, Center for Clinical Knowledge Management, health plans, transitions of care leaders and community partners.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	Bachelor's degree in Public Health, Health Administration, Nursing, Business Administration, Industrial Engineering, or related field
	Preferred	Master's degree in Public Health, Health Administration, Nursing, Business Administration, Industrial Engineering, or related field
Work Experience	Minimum	<ul style="list-style-type: none"> • Three (3) years of experience in population health, health care management, or public health • Project or program management experience, including program/project development and monitoring

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	Preferred	<ul style="list-style-type: none"> Five (5) years of experience in population health, health care management, or public health Experience working in an academic health system or integrated healthcare delivery system Previous management/supervisory experience
Licenses & Certifications	Minimum	
	Preferred	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> Knowledge of population health management programs and concepts Expert team management and facilitation skills Advanced communication skills A high degree of professionalism and competency in dealing with a variety of individuals Demonstrated ability to lead diverse teams to achieve outcomes as well as form and maintain collaborative relationships Demonstrated project and portfolio management skills Demonstrated ability to develop, implement, and evaluate population health management programs Ability to independently organize and prioritize work Skilled at conflict management Excellent facilitation skills Excellent written and verbal communication Ability to identify data needed for both assessment and decision-making purposes Ability to deploy appropriate data sources, analysis methods, and effective communication of analytical results Must be willing to travel for meetings

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input type="checkbox"/>	Infants (Birth – 11 months)	<input type="checkbox"/>	Adolescent (13 – 19 years)
<input type="checkbox"/>	Toddlers (1 – 3 years)	<input type="checkbox"/>	Young Adult (20 – 40 years)
<input type="checkbox"/>	Preschool (4 – 5 years)	<input type="checkbox"/>	Middle Adult (41 – 65 years)
<input type="checkbox"/>	School Age (6 – 12 years)	<input type="checkbox"/>	Older Adult (Over 65 years)

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
X	Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
	Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight

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	Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
	Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:				

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.