



Job: CEO/Executive Director

Full Time / Exempt position: Reports directly to the Board of Directors

Location: San Diego, CA

Salary: \$175,000 – \$225,000

San Diego Health Connect is the health information utility that unifies the San Diego & Imperial Counties healthcare ecosystems. We securely connect providers, patients, private health information exchanges (HIEs) and others to improve the quality and cost of care in our community. As a non-profit organization, we exist to serve every member of the community—and to impact better health and wellness outcomes.

Position Summary:

The Chief Executive Officer/Executive Director (CEO/ED) will provide overall executive leadership, strategic direction and management of this 501(c) non-profit organization. The CEO/ED is the primary representative of San Diego Regional Healthcare Information Exchange (SDRHIE) to stakeholders and the public.

This position has responsibility for the strategic and operational planning, funding, implementation, and ongoing development of a Health Information Exchange organization and leads a collaborative project team in support of the HIE's overall strategic plan. The successful candidate should understand the critical role played by health information exchanges in national, state, and local initiatives and be knowledgeable of related policies. The ED is responsible for identifying, analyzing and implementing all activities necessary to ensure successful implementation of the strategic plan.

The ED reports to the Board of Directors and is accountable for the following:

- Developing and implementing business strategy and business plan including approach to financial sustainability and analysis of project impact and ROI
- Overseeing all aspects of Health Information Exchange (HIE) strategy, including deployment of the technology solution and engagement of providers and the community
- Overseeing development of technical and clinical design requirements to facilitate effective sharing of health data, including clinical guidelines, data definition and standards, interface specification
- Collaborating with EHR system users and community stakeholders to optimize clinical system integration, function, access and workflow
- Overseeing security and privacy policy development; oversight of procedures and mechanisms to monitor and ensure the security and safe handling of patient records
- Monitoring the regulatory environment related to HIE and leading participation in state-level connectivity initiatives as appropriate
- Overseeing direct day-to-day activities including developing and managing annual budget

- Engaging and educating Board members serving as committee and group members and developing working relationship with Board members
- Overseeing management of all projects including adherence to project budgets; preparation of timely and accurate reports required by all funders and Board; and production of project deliverables

Desired Qualifications and Experience

- Master's degree in Public Health, Health Administration, Business Administration, Nursing, or related healthcare professional or healthcare management field OR Masters degree in Information Management, Computer Science, Engineering or related field
- Five+ years management experience that include management and/or community development in a healthcare system or related organization required; OR Experience in a senior technology position, Chief Technology Officer, Chief Technology Architect, in a multi-entity, complex environment, preferably in a Health Information Exchange
- Demonstrated success in overseeing staff responsible for complex health information technology projects including EHR implementation and health information exchange in a variety of care settings, including small primary care physician practices, community clinics, and hospitals
- Action oriented with a desire to proactively seek solutions and improvements for the organization; the ability to think proactively, creatively and to function independently
- Exceptional written and oral communication skills. Effective presentation skills; one-on-one, small and large groups, internal and external
- Strong interpersonal and customer service skills and high level of integrity. Ability to establish and maintain effective relationships with internal and external partners and gain their respect and trust. Ability to keep confidences, use diplomacy and tact
- Demonstrated management skills with experience building and managing collaborative work teams
- Knowledge and understanding of the financial and operational challenges of health information exchanges
- Demonstrated knowledge of broad based community consensus-building processes
- Demonstrated depth and breadth of understanding of healthcare issues in public and private delivery systems