Job Description:

- This position also surveys Skilled nursing facilities and attached assisted living and residential health care facilities to determine compliance with federal health and environmental standards for providers who desire certification in the Title XVII Medicare and Title XIX Medicaid programs. Incumbent reviews and evaluates licensure and recertification surveys throughout an assigned district to verify survey completion by licensed nurses classified as Health Facility Surveyors I’s in accordance with federal and state regulatory requirements and existing agency criteria and directives.

- Incumbent observes surveyors directly through on-site “shadow surveys” during which the incumbent observes, assesses, and reviews individual surveyor and survey team work performance to determine training needs and whether or not to recommend individuals for federal basic training. Additionally the incumbent may be required to provide onsite training and perform compliance for all surveyors to maintain ongoing consistency.

- Centers for Medicare and Medicaid Services (CMS), a division of the Federal Health and Human Services Agency, instruct KDADS with specific guidelines on the survey process. The Federal Nursing Home survey process requires surveyors to perform specific functions for CMS which require a Registered Nurse or Physician to perform.

- This position observes and interviews residents, employees, and others concerning such issues as proper nursing and dietary procedures, proper use of restraints, signs of physical and mental abuse of residents/patients in nursing facilities which include observation of a resident’s genitals, rectal area, or, for females, the breast area. Also observing pressure sores and reviewing residents’ medications.

- Reviews medication administration and does medication review for side effects and effectiveness. Reviews documentation by Registered nurses for clinical accuracy and to determine if it is in accordance with Nursing Standards of Practice.

- Incumbent applies survey and nursing knowledge, skills, and experience to analyze survey process and recommend appropriate actions necessary to maintain accuracy and consistency of the survey process to Regional Managers (HFS III).

- Incumbent compiles and generates written reports for the Regional Manager as requested, which identifies all process improvements and training activities, including analyzing information received from CMS reports on surveyed performance. Incumbent works with the Regional Manager to plan and conduct training to be presented at in-service, district staff meetings. This position develops survey policies and procedures on reports, documentation, operations, letters, etc. which are used as reference for surveyors and trainees within the region. Incumbent reviews cited deficiencies to verify their existence and to determine whether the right scope and severity have been assigned. In addition the incumbent participates in quality improvement meetings or conference calls assist in the development and continued evaluation of survey processes and performance related to work as required.

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