

# Client Profile and Candidate Attributes

*prepared for*

Manager, Clinical Quality Data  
Northside Hospital  
*Atlanta, Georgia*



Charles L. Nagle, CHC  
President

Charles "Chuck" Milton  
Vice President

## TABLE OF CONTENTS

Our Client .....	3
Mission and Values .....	3
The Position .....	4
Primary Duties and Responsibilities .....	4
The Candidate.....	6
Working Conditions.....	7
Corporate Compliance .....	7
Physical Demands .....	8
The Community .....	9
Compensation .....	11

## OUR CLIENT

Northside Hospital (“Northside”) is so much more than just a hospital. It’s an extensive network of state-of-the-art facilities staffed with skilled, caring professionals who are dedicated to the health and wellness of the communities they serve.

Specifically, the Northside Hospital system includes:

- Three (3) not-for-profit hospitals, located in Atlanta, Forsyth and Cherokee, with a total of 868 licensed beds
- Northside Hospital-affiliated outpatient centers and medical office buildings throughout North Metro Atlanta
- More than 2,500 physicians\* on staff and more than 14,200 employees
- Northside has nearly 2,000,000 patient encounters annually
- All Northside hospitals are full-service, acute-care facilities that offer particular expertise in Maternity Services, Women’s Health, Cancer Care, Surgery and Radiology

Northside Hospital-Atlanta (in Sandy Springs) opened in 1970. The original facility had 250 beds and has since been expanded to 537 beds.

In 1997, Northside Hospital-Cherokee (in Canton) was created through an agreement between R.T. Jones Regional Hospital and Northside Hospital, Inc. Today, the hospital has 84 beds. In 2011, Northside announced plans to replace the hospital with a new facility near I-575 at the Ga. Hwy. 20 exit, near the Canton Marketplace development. The opening date is expected in 2017.

In 2002, Northside Hospital purchased the 41-bed Georgia Baptist Medical Center (in Cumming) and renamed it Northside Hospital-Forsyth. Since then, the facility has experienced continuous growth, expanding to 247 beds and with three new floors underway.

## MISSION AND VALUES

### Mission

Northside is committed to the health and wellness of our community. As such, they are dedicated to being a center of excellence in providing high-quality health care. Northside pledges compassionate support, personal guidance and uncompromising standards to patients in their journeys toward health of body and mind. To ensure innovative and unsurpassed care for patients, Northside is dedicated to maintaining its position as regional leaders in select medical specialties. And to enhance the wellness of the community, Northside is committed to providing a diverse array of educational and outreach programs.

## Values

Northside's outstanding reputation in its industry is fueled by an instinctive devotion to a unique set of values. This statement of values defines and communicates those guiding, motivating philosophies that have led us to distinction:

- Excellence
- Compassion
- Community
- Service
- Teamwork
- Progress and Innovation

## THE POSITION

The Manager of Clinical Quality Data ("MCQ") reports to the Director of Patient Care Clinical Quality and Systems. The MCQ will manage and coordinate meaningful use ("MU") initiatives as defined by Centers for Medicare & Medicaid Services in collaboration with Information Systems Regulatory Compliance Manager and Clinical leadership. Responsible for ensuring that clinical documentation meets quality, compliance and regulatory standards for nursing and ancillary services. Manage the Patient Care Systems activities, quality reporting and training recommendations related to regulatory requirements. Responsible for the planning and execution of patient care projects related to meaningful use and the joint commission ("TJC") standards. This position is responsible for the interpretation of MU definitions and other regulatory standards and responsible for leading teams in collaboration with information technology ("IT") and operational leadership to facilitate the implementation of regulatory and MU requirements.

## PRIMARY DUTIES AND RESPONSIBILITIES

- Knowledge of Meaningful Use requirements.
- Disseminates information to Systems Team.
- Collaborates with IS & Finance in design & implementation of Documentation products to meet meaningful use requirements.
- Collaborates with Clinical Systems Ed to develop training for Clinical Staff related to meaningful use and regulatory standards.

- Leads Clinical Documentation Initiatives with regulatory requirements for patient care systems. Examples are: Meaningful Use, The Joint Commission, and Quality & Core Measures. Readmissions, Concurrent Coding, Quality/Core Measure Reporting, etc.
- Work directly with department directors, managers, and hospital staff to understand hospital goals, collect requirements, provide potential solutions, and execute identified strategies.
- Participates and helps direct applicable coordination of application activity related to systems design, build, implementation, testing, training and on-going support.
- Maintains a thorough working knowledge of necessary industry trends and requirements.
- Maintain a thorough working knowledge of necessary clinical system applications & functions.
- Serves as a champion and change manager for all meaningful use related projects.
- Ensure policies and procedures are developed and updated as necessary related to meaningful use and documentation compliance.
- Participate in vendor, consulting, and hospital management meetings as necessary.
- Participates in other projects as assigned.
- Participate and help maintain a 24/7 on-call operation for core applications and systems.
- Practices proper safety techniques in accordance with hospital policies and procedures. Immediately reports and mechanical or electrical equipment malfunctions, unsafe conditions, or employee/patient/visitor injury-accident to the director.<sup>1</sup>

---

<sup>1</sup> The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not construed to be an exhaustive list of all job duties performed by the personnel so classified.

## THE CANDIDATE

The successful candidate will be joining a collegial leadership team and a physician enterprise that believes strategic success is a planned action. Professional knowledge in healthcare delivery systems and management to include theory, practice and administration in order to direct planning and implementation at a level normally acquired through the completion of a B.S.N. in Nursing or a closely related field is required. Approximately five (5) years of progressively more responsible related work experience is necessary along with a minimum of three (3) years management experience of electronic health records (“EHR”) implementation and optimization projects.

Other characteristics sought in the *ideal* candidate include:

- Excellent analytical and communication skills.
- Knowledge of Meaningful Use and Quality standards.
- Background in Quality Improvement and Joint Commission accreditation.
- Background in Clinical System Applications.
- Advanced degree in Nursing, Information Systems, or Health Related Field.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to read, analyze, and interpret human service periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, action plans, business correspondence, policies and procedure manuals.
- Basic mathematical skills.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Provides information and education.

- Anticipates and responds promptly to needs and requests.
- Demonstrates respect and courtesy to others.
- Demonstrates professionalism.
- Practices problem solving.
- Demonstrates emotional support to others.
- Creates and maintains a calm environment.

#### WORKING CONDITIONS

Possible exposure to infectious/contagious diseases, hazardous chemicals and materials, needlesticks, blood and body fluids. All employees are offered the opportunity to receive the Hepatitis B vaccination series. May be exposed to high noise levels, odors, fumes and below average room temperatures.

#### CORPORATE COMPLIANCE

The employee agrees to comply with the Corporate Compliance Policy and all laws, rules, regulations and standards of conduct relating to the position and has a duty to report any suspected violations of the law or the standards of conduct to his or her immediate supervisor, the Business and Ethical Conduct Committee or the Chief Executive Officer.

## PHYSICAL DEMANDS

Please check the appropriate level for each section.

Working Conditions & Physical Requirements (Level of Physical Effort Normally Required for this position)	Never	Occasionally: 0 - 33% of time	Frequently: 24-66% of time	Constantly: 67 - 100% of time
1. Close Eye Work (job requires use of computer, typing, reading, writing)			X	
2. Sedentary Work (Job requires continuous sitting requires standing, walking, lifting under 10 pounds), using body Mechanics			X	
3. Light Work Job (Job requires standing, walking, lifting under 15 pounds), using body mechanics			X	
4. Moderate Work (Job requires lifting, moving, loading 15-50 pounds, prolonged use of small hand tools, climbing ladders, etc.), Using body mechanics.	X			
5. Moderately Heavy/Heavy Work (Job requires lifting, moving, loading or unloading 31-100 pounds). Using body mechanics.	X			
6. Heavy/Hard Work (Job requires above average strength and stamina, lifting or moving over 100 pounds, etc.) Using body mechanics.	X			

## THE COMMUNITY

Metro Atlanta is a premier destination for business professionals and families. The area is home to 5.7 million people and more than 160,000 businesses. Metro Atlanta's diverse economy, global access, abundant talent, low costs of business and living, and vibrant quality of life are reasons to choose metro Atlanta.

The Atlanta Metropolitan Statistical Area (MSA) is the business capital of the southeastern U.S. and a global business hub. Metro Atlanta is one of the fastest growing metros in the U.S. and has the 10th largest economy in the U.S. as measured by Gross Metro Product (GMP).

Atlanta has become an increasingly popular destination for college-educated young adults. In addition, a growing number of empty-nesters are moving closer to the city's core to be near arts, culture, dining, and shopping. With a population of approximately 444,000, the city makes up about 10 percent of the 10-county region's population.

The City of Atlanta sets aside 1.5 percent of capital improvement funding for the development of public art. The city also provides educational programming to children and underserved communities, coordinates programming such as the Atlanta Jazz Festival, and manages several culture facilities.

The City of Atlanta maintains over 3,000 acres of parkland and operates 33 recreational centers. Multi-Use Trails. This includes the Atlanta Beltline, a 33-mile network of multi-use trails, the Atlanta BeltLine creates a new public realm offering a pedestrian friendly environment that promotes walking, jogging, biking, and living along the Atlanta BeltLine. The trail system includes the core paved 22-mile corridor that follows the original railroad segments, as well as numerous other extensions linking to many of Atlanta's existing parks and trails. With help from The PATH Foundation, this trail system is connecting Atlanta's in-town neighborhoods and will eventually link to a broader path network for the entire metro area.

Atlanta was selected as the site for the 1996 Summer Olympic Games. Following the announcement, the city government undertook several major construction projects to improve Atlanta's parks, sporting venues, and transportation infrastructure.



Metro Atlanta provides exceptional quality of life while maintaining affordability. Residents enjoy access to arts, culture, sports and nightlife. Metro Atlanta experiences all four seasons with cool winters, warm summers and adequate rainfall.

Atlanta's symbol is the Phoenix, the legendary bird of Egyptian mythology, which represents Atlanta's rise from the ashes of the Civil War. The seal of the city bears the Phoenix and the Latin term, "Resurgens," which means "rising again."

With more than 275,000 students enrolled in 70 higher education institutions, metro Atlanta's colleges and universities fuel businesses with talent, discovery and innovation. Popular fields of study include business and economics, computer science, communications, mathematics & statistics, engineering and physics.

- ***Tuition assistance through the HOPE Grant program is available to Georgia residents attending technical colleges in Georgia.***
- With more than 42,000 degrees annually, metro Atlanta ranks #7 for degrees conferred.
- Metro Atlanta leads the nation in growth of enrolled African-American students.
- The region excels at graduating engineers with the third highest number of bachelor's degrees awarded in the nation.
- The Georgia Institute of Technology leads the nation in the number of engineering bachelor's degrees awarded (excluding computer science).
- Our strength in engineering, coupled with being the fourth fastest-growing metro for technology degrees awarded, sets the metro Atlanta region as a national leader for innovation.
- Metro Atlanta ranks fifth in the nation for university R&D. Our higher education system has grown research and development expenditures to \$1.49 billion – a 46 percent increase in five years.
- The largest public universities within metro Atlanta are Georgia State University (GSU), Kennesaw State University (KSU) and the Georgia Institute of Technology (Georgia Tech). Private universities in metro Atlanta include Emory University and Mercer University, among others.
- Metro Atlanta is home to the Atlanta University Center (AUC) Consortium, the world's oldest and largest association of Historically Black Colleges and Universities (HBCUs). The AUC is comprised of four member institutions – Clark Atlanta University, Morehouse College, Morehouse School of Medicine, and Spelman College.
- Metro Atlanta is home to the main campuses of seven technical colleges, which enroll more than 35,000 students a year. They are a vital workforce training and retooling resource for the local business communities.
- Atlanta Technical College is among the top community colleges in the nation.

Additional resources:

[www.metroatlantachamber.com](http://www.metroatlantachamber.com)  
[www.atlantaga.gov](http://www.atlantaga.gov)

[www.beltline.org](http://www.beltline.org)  
[www.Atlanta.net](http://www.Atlanta.net)

## COMPENSATION

A superior compensation package is offered, along with relocation assistance and a very competitive package of benefits.

### **Contacts – We prefer to Receive Resumes via Email**

Charles L. Nagle, CHC  
President  
Nagle & Associates, a Coker Group Company  
[cnagle@nagleandassociates.net](mailto:cnagle@nagleandassociates.net)  
Office: (678) 280-9688

Charles “Chuck” Milton  
Vice President  
Nagle & Associates, a Coker Group Company  
[cmilton@cokergroup.com](mailto:cmilton@cokergroup.com)  
Office: (678) 783.5594  
Cell: (404) 542.1587