



## Louisiana Primary Care Association Position Description

**Position Title:** Practice Transformation Specialist  
Fulltime Exempt

**Supervisor:** Nurse Care Manager

**About Us:** The Louisiana Primary Care Association (LPCA) promotes accessible, affordable, quality primary healthcare services for the uninsured and medically underserved populations in Louisiana. It is a membership organization of Federally Qualified Health Centers (FQHCs) and supporters committed to the goal of achieving healthcare access for all. The Louisiana Primary Care Accountable Care Organization (LPCACO) was founded by 22 FQHCs and the LPCA in order to enter the Medicare Shared Savings Program (MSSP) for the 2017 program year.

**Position Summary:** The Practice Transformation Specialist is responsible for providing project coordination, analytical reporting, and operational support for increasing access to health services with/for an identified population through the health centers' care management team.

### **Responsibilities:**

- Increase access to health services with/for an identified population through the health centers' "Care Management Team." Develop, maintain, share, and educate stakeholders on complex analytical models supporting data literacy.
- Lead practice transformation and practice performance improvement initiatives.
- Guide Health Centers in achieving targeted goals and outcomes, to improve quality, efficiency, and utilization.
- Collaborate with care managers, health plans, and data analytics teams to identify opportunities for improvement.
- Use data to identify and deliver actionable insights to key stakeholders, including trends in prescribing and new opportunities for improvement.
- Work with Care Management Team to improve chronic disease management and promote preventive care, as appropriate, to reduce the utilization of inappropriate care settings (e.g., avoidable emergency department visits).

- Develop transformation plan, including strategies for improvement in utilization metrics and HEDIS and other Quality Measures, based on performance analysis data and established targets.
- Facilitate effective practice improvement meetings with Care Management team, to monitor, present, and discuss progress on the transformation plan.
- Analyze cost, utilization, and quality data from multiple data sources, including, but not limited to, payer portals and payer claims.
- Establish relationships, gather input, and facilitate communication amongst key stakeholders.
- Use data dashboards to educate and foster opportunities for change in clinical workflow.
- Review monthly practice team reports and facilitate improvement strategies.
- Work with Care Management Team to assess project progress.
- Other duties, as assigned.

#### Qualifications and Skills

Bachelor's degree in health care or related field or equivalent health care experience. Quality improvement coursework or experience preferred. Must be proficient in Excel, Word, PowerPoint, Outlook, and Zoom. Familiarity with Electronic Medical Records (EMR). Must be able to sit, stand, and move about without assistance. Must be able to communicate effectively. Must have reliable transportation and maintain a valid driver's license.

By signing and dating below, I agree that I have read this position description, and I have been made aware of the terms and conditions as they relate to my position. I understand, accept, and will comply with the job responsibilities delineated above.

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Employee Signature

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Date