

State of California HEALTH AND HUMAN SERVICES AGENCY



POSITION ANNOUNCEMENT
GOVERNOR'S APPOINTEE
DEPUTY SECRETARY, HEALTH INFORMATION EXCHANGE
HEALTH AND HUMAN SERVICES AGENCY

KIMBERLY BELSHÉ
SECRETARY

Description of Position: The Deputy Secretary, Health Information Exchange (Deputy) is an appointed position. The Deputy reports to the Health and Human Services Agency Secretary, and is the key advisor to the Agency Secretary on issues related to health information technology and exchange, and manages the Office of Health Information Exchange. The Office of Health Information Exchange serves as the state's single point of coordination for the development, application, and use of health information technology; facilitates the advancement of policy, statutory, regulatory changes needed to remove barriers to implementation; works jointly with the State Chief Information Officer to ensure that the state's health information technology system implementations are interoperable and designed to advance comprehensive coordination of care; ensures that state health information technology policy and programs are coordinated across state government; works collaboratively with the private sector and our county partners to devise mechanisms to facilitate implementation of interoperable health information technology that will reduce medical errors, improve quality, and produce greater value for health care expenditures. The Deputy Secretary is also responsible for ensuring that state agencies are implementing and complying with the Health Insurance Portability and Accountability Act (HIPAA). The Deputy Secretary establishes the strategic direction for the State's HIPAA implementation efforts and ensures the Office is supporting that direction.

Characteristics, Knowledge, Skills and Abilities: The Deputy Secretary should have an in-depth understanding of clinical operations and issues, as well as the technical aspects of HIT/HIE implementation. A medical degree and experience as a clinician are very desirable. Additional characteristics include:

- Demonstrated leader.
- Ability to work with diverse stakeholders and balance competing and sometimes conflicting interests.
- Strong organizational skills and an open collaborative management style that empowers staff and demonstrates strong orientation toward collaboration.
- Excellent verbal, listening and written communication skills with the ability to communicate effectively with people at all levels of the organization.
- Ability to understand linkages between complex technologies and business strategies.
- Establish credibility and build strong relationships with executive leadership in diverse organizations.

Aging
Alcohol and Drug Programs
Child Support Services
Community Services and Development
Developmental Services
Emergency Medical Services Authority
Health Care Services
Managed Risk Medical Insurance Board
Mental Health
Public Health
Rehabilitation
Social Services
Statewide Health Planning and Development

**POSITION ANNOUNCEMENT
GOVERNOR'S APPOINTEE
DEPUTY SECRETARY, HEALTH INFORMATION EXCHANGE
HEALTH AND HUMAN SERVICES AGENCY**

- Strong communicator with the ability to draw groups to consensus through a collaborative style.
- Established relationships with California and national health care leaders.
- Understanding of the California HIT/HIE landscape.
- Direct experience in complex systems implementation.
- Comfortable navigating administrative, technical and clinical issues.
- Understanding of HIPAA and national standards.
- Senior IT leader from a health care delivery organization or consulting firm with a clinical background.
- Consulting experience at senior manager level or above, highly desirable.
- Significant experience working for or with a variety of health care information systems vendors, specifically those electronic medical record and computerized physician order entry vendor systems.
- Effective in establishing and managing all customer and vendor relationships. Superior negotiating and relationship skills to form key partnerships with strategic vendors and customers.
- Highly motivated, accountable individual who enjoys challenges and achieving goals.
- Team-oriented in development of ideas and execution of those ideas. Focused on maximizing team performance over individual achievement.
- Strong track record in clinical systems implementation. Excellent operational knowledge of hospitals and physician organizations and an effective communicator with clinical and operational leadership.

For additional information, please contact Undersecretary Ann Boynton at (916) 654-3454 or aboynton@chhs.ca.gov.