

**Department of Vermont Health Access, Vermont Health Connect
Health Care Policy Analyst
Job Description**

Vermont Health Connect seeks a dynamic, collaborative, and innovative person committed to the State's goal of universal health coverage to assist in the development and implementation of state health care reform, starting with a focus on the Vermont Health Insurance Marketplace: Vermont Health Connect (VHC). VHC was established by the Patient Protection and Affordable Care Act of 2010, and Act 48, signed into law by the Governor in May 2011. VHC is the base for Vermont's integrated and universal health care system. Our mission is to provide all Vermonters with the knowledge and tools needed to easily compare and choose a quality, affordable, and comprehensive health plan. VHC facilitates the purchase of affordable, qualified health benefit plans in the individual and group markets in Vermont in order to reduce the number of uninsured and underinsured; to reduce disruption when individuals lose employer-based insurance; to reduce administrative costs in the insurance market; to contain costs; to promote health, prevention, and healthy lifestyles by individuals; and to improve quality of health care.

Vermont Health Connect has many critical roles in the provision of health care coverage to Vermonters, including:

- Screening for and enrolling individuals in Medicaid and private insurance plans with federal tax credits.
- Coordinating with other departments and insurance companies to ensure that individuals are seamlessly transitioned between coverage programs if their eligibility changes.
- Working with small employers on their plan choices and collection of payments for their employees.
- Negotiating with health plans on products to be offered on VHC.
- Developing ways for VHC to drive quality and cost containment.

Position Overview

The Health Care Policy Analyst will be a critical member of the Department of Vermont Health Access policy team focused on research and analysis, policy, regulatory, and statutory development work for Vermont Health Connect. This position will complement the work of the VHC Health Access Policy and Planning Chief and will work with Department and other State staff and external stakeholders, including contractors, to develop policy and procedures for VHC. This position will provide analysis and advice in Exchange design and ensure that the Exchange rules and regulations are consistent and integrated with current rules and regulations, with a specific focus on private market integration and the small business aspects of the Exchange (SHOP). As design and implementation of the Exchange progresses, this position will shift focus to support ongoing policy development towards Vermont's goal of an integrated and universal health care system.

Educational Qualifications

- Law degree AND four (4) years or more in the practice of law, INCLUDING EITHER one (1) year or more analyzing, proposing, or drafting legislation, regulations, and policy OR two (2) years or more in the field of human services.

Knowledge and Background Qualifications

- Working knowledge of the functions and operations of health care assistance programs.

- Ability to direct and implement complex research, planning and policy development projects.
- Ability to interpret complex regulations and to analyze their impact on current and proposed programs.
- Ability to communicate effectively, both orally and in writing.
- Ability to establish and maintain effective working relationships.
- Ability to provide leadership and accountability within the framework of the four key practices of the Agency of Human Services: customer service, holistic service, strengths-based relationships and results orientation.

Preferred Qualifications

- Enthusiasm for Vermont's health reform efforts.
- Experience in state government / working with state government or in the health insurance industry.
- Knowledge of insurance industry processes, policies, and operations.
- Ability to establish and maintain effective working relationships with diverse groups of state, regional and local partners, stakeholders, leaders and change agents.
- Excellent judgment, the ability to communicate openly among colleagues at all levels.
- Demonstrated maturity, flexibility and capacity to navigate a complex structure and respond to shifting and fluid priorities.
- Ability to analyze and evaluate the potential effects of proposed policies and programs.
- Demonstrated political acuity.
- Willingness to think creatively and take initiative.

The State of Vermont is an Equal Opportunity Employer. Applications from women, individuals with disabilities, veterans, and people from diverse cultural backgrounds are encouraged.

To apply: <http://humanresources.vermont.gov/careers>

Reference number: 614250

For more information, please contact:
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