

**CONTRACTED POSITION DESCRIPTION**

Position is a contract for services rendered. The person will not be a Franklin County employee, and will receive no Franklin County benefits.

**TITLE:** Healthcare Facilities Consultant

**CONTRACTING DEPARTMENT:** Franklin County Economic Development Commission

**REPORTS TO:** President of FC Economic Development Commission

**SCHEDULE:** PART-TIME as needed for project

**SUMMARY:** The Healthcare Consultant plays a pivotal role in improving the health and well-being of the Laurel and Metamora communities by collaborating in establishing new healthcare facilities in both communities. Scope of work and potential job functions below. The position requires a passionate and dedicated professional, with a proven track record of achievements in rural health and a steadfast commitment to enhancing community health.

**SEND RESUME TO:**

John Palmer

Franklin County Economic Development

1010 Franklin Avenue

Brookville, IN 47012

Or

[jpalmefcedc@gmail.com](mailto:jpalmefcedc@gmail.com)

**DUE: November 10, 2023 by end of Business Day**

**JOB FUNCTIONS:****Needs Assessment:**

- **Community Outreach:** Conduct surveys, focus groups, and community meetings to gather firsthand knowledge of the health needs and preferences of local residents.
- **Data Analysis:** Analyze health data specific to the Laurel community to better understand prevalent diseases, health behaviors, and potential risk factors.
- **Recommendation Report:** Provide a detailed report post-assessment, highlighting the most pressing needs and offering a roadmap to address these requirements.

**Physical and Behavioral Health Spaces:**

- **Facility Layout Design:** Collaborate with design teams to create patient-friendly, efficient, and aesthetic spaces.
- **Technology Integration:** Ensure that the spaces are equipped with modern medical equipment and technology for efficient patient care.
- **Accessibility and Safety:** Ensure that spaces are ADA-compliant and follow safety regulations, providing a secure environment for both staff and patients.

**Provider Identification and Collaboration:**

- **Provider Vetting:** Engage in a thorough vetting process for potential medical providers, ensuring they align with the center's vision and standards.

- **Onboarding and Training:** Organize training sessions for providers on the center's protocols, technology, and patient care expectations.
- **Continuous Collaboration:** Set up regular meetings to gather feedback, address concerns, and foster strong working relationships among providers.

#### **Mobile Clinics:**

- **Logistics and Planning:** Determine optimal routes, schedules, and locations for mobile clinics to maximize reach and impact.
- **Staffing and Training:** Ensure that the mobile clinics are staffed with qualified professionals and provide them with specialized training for mobile healthcare delivery.
- **Public Awareness:** Launch public awareness campaigns about the mobile clinics, informing residents of their services, locations, and schedules.

#### **Behavioral Health and Case Management:**

- **Specialized Services:** Develop specialized services catering to various behavioral health needs, including therapy, counseling, and support groups.
- **Referral Systems:** Create a streamlined referral system, enabling patients to easily transition between primary care and behavioral health services when needed.
- **Follow-up and Monitoring:** Establish systems to regularly follow up with patients, ensuring continuity of care and positive health outcomes.

#### **Grant Writing and Research:**

- **Be Knowledgeable:** Constantly monitor available grants pertinent to community health and rural settings.
- **Partnerships:** Forge relationships with potential donors and grant-issuing organizations, increasing the likelihood of successful funding.
- **Monitoring and Reporting:** Track grant utilization and ensure that funds are used as specified, providing periodic reports to grantors as required.

#### **Reporting and Documentation:**

- **Transparency:** Develop a transparent reporting system that provides stakeholders with clear insights into the project's progress and challenges.
- **Knowledge Management:** Create a repository of all documents, findings, and methodologies for easy reference and replication in future projects.
- **Feedback Mechanism:** Establish a mechanism for stakeholders and community members to provide feedback, ensuring the project remains community-centric.

#### **Continuous Facility Improvement:**

- **Performance Metrics:** Define clear performance metrics to evaluate the efficacy of the services and programs.
- **Benchmarking:** Compare the center's performance against other similar institutions to identify areas of improvement.
- **Iterative Enhancements:** Based on feedback and performance metrics, implement changes in a phased manner, ensuring the center continually evolves to best serve the community.

**QUALIFICATIONS:****Requirements:**

- Minimum Bachelor's degree in Healthcare Management, Public Health, or a related field. Master's degree much preferred.
- 7+ Experience in healthcare consulting and rural public health
- Demonstrated success in establishing new rural health facilities
- Strong commitment to community health and wellness.
- Excellent communication and interpersonal skills.
- Ability to collaborate effectively with diverse stakeholders.
- Exceptional problem-solving and analytical abilities.
- Familiarity with healthcare regulations and compliance.
- Proficiency in data analysis tools and software.
- Federal Contractor status a plus

**WORKING CONDITIONS:** Work is primarily conducted in an office environment, but occasional fieldwork and community engagement may be required. The role may involve working outside of regular office hours to accommodate community events and meetings.

**PERSONAL WORKING RELATIONSHIPS:** The Healthcare Consultant will collaborate closely with healthcare professionals, community leaders, government agencies, and community members to facilitate healthcare improvements and ensure successful project implementation.

**DISCLAIMER:** The above statements are intended to describe the general nature and level of work being performed by the individual filling this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel in this role. All personnel may be required to perform duties outside of their normal responsibilities from time to time.