



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

OIG NURSE SURVEYOR IV

Job Number: 21004304

Job Code: 43500V230916

Job Group: 4300 - NURSING

Job Established: 08/16/2023

Job Revised: 09/16/2023

Grade: 16 Salary (MIN - MID):

\$27,348-\$41,022 - Hourly

\$4,444.06-\$6,666.08 - 37.5 Hr. Monthly Salary

\$4,740.32-\$7,110.48 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Within an assigned region, serves as the lead in the enforcement of state licensure regulations for health facilities. Leads a team of surveyors assessing the quality of care and services; and performing technical certification surveys and complaint investigations to determine compliance with the Center for Medicare and Medicare Services regulations (CMS); and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

See special requirements.

EXPERIENCE, TRAINING, OR SKILLS:

Must have four years of experience as a Registered Nurse.

Substitute EDUCATION for EXPERIENCE:

A bachelor's degree in nursing will substitute for two years of required experience as a Registered Nurse.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must be licensed in Kentucky as a registered nurse or possess a valid work permit issued by the Kentucky Board of Nursing. KRS 314.041; <http://www.kbn.ky.gov/>. Must possess Surveyor Minimum Qualifications Test (SMQT) certification by the Centers for Medicare and Medicaid Services (CMS). Must maintain any required licensure(s), certification(s), or other credentials for the

length of employment in this job classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Serves as the lead surveyor within an assigned region. Leads a team of surveyors and performs duties in the enforcement of state licensure regulations for health facilities by assessing the quality of care and services. Conducts technical surveys and complaint investigations to inspect nursing and allied services in health care facilities for compliance with applicable requirements related to participation in the Medicare and Medicaid programs. Observes treatments and medical administration to ensure compliance. Evaluates the performance and effectiveness in the provision of health care services. Provides recommendations to CMS on the actions to take regarding the deficient practice found during their investigations. Provides enforcement case information and consultation with CMS related to enforcement remedies. Independently conducts complex surveys and complaint investigations to inspect nursing and allied services in health care facilities. Conducts assessment of resident/patient conditions to assess the quality of patient care. Interprets federal and state regulations for federal healthcare guidelines. Provides assistance to non-medical survey staff with regulations and medical issues with residents/patients. Completes all aspects of the federal and state survey process without supervision. Independently conducts recertification surveys. Participates in the development, revision, evaluation, and interpretation of agency program policies, procedures, and guidelines. Assists in reviewing and analyzing survey reports for other OIG Nurse Surveyor Is, OIG Nurse Surveyor IIs, and the OIG Nurse Surveyor IIIs. Provides oversight for OIG survey teams. Conducts training and mentors other OIG Nurse Surveyors. Assesses the quality of patient care and associated medical records by performing acts requiring knowledge and skill such as are taught or acquired in approved schools for practical nursing. Attends required federal and state mandated trainings.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is typically performed in healthcare setting, involves traversing health care facilities, and will sometimes require observation of home health agencies in private residences. Overtime, travel, overnight stays, and weekend work are required if on survey team.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to maintain a valid driver's license and may be required to drive a licensed vehicle. This status may be necessary for the length of time in this job classification. If this is necessary, it will be listed in the specific position description for the position at issue. Applicants and employees in this job classification may be required to submit to a drug- screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.