



Compliance Officer

Portage Path Behavioral Health is seeking a full-time Compliance Officer. The Compliance Officer is responsible for the development, administration, and analysis of the organization's compliance efforts, in order to satisfy regulatory compliance across a broad spectrum. The candidate will establish and maintain risk management activities agency-wide, work with administrative staff to assure that the agency meets designated accreditation standards, and document and maintain useful and relevant clinical policies and procedures.

Compliance Officer - Responsibilities:

- Establishes and maintains an effective regulatory compliance program throughout the entire agency.
- Develops and maintains risk management activities and works with all staff to assure that the organization meets designated certifications and accreditation standards.
- Functions as the organization's HIPAA compliance officer.
- Writing policies and procedures, establishing and reporting outcomes.
- Monitoring compliance through regular and focused audits, data gathering, and analysis, and other continuous compliance activities.
- The Compliance Officer reports to the Sr. Vice President / CFO.

Compliance Officer – Requirements:

- Candidates must have at minimum qualifications of a clinical Bachelor's degree and direct experience in a field related to mental health.
- Successful candidate will have knowledge of regulatory compliance, auditing, program evaluation, data analysis and reporting, as well as risk management principles.
- Candidate will have in-depth knowledge of applicable accreditation standards, along with detailed knowledge of agency policies and procedures.
- Must have the ability to plan and implement policy and procedure changes.
- Must have strong written and verbal communication skills.

Compliance Officer – Benefits:

- Major Medical
- Dental
- Vision
- STD & LTD
- Life Ins.
- Flexible Spending Account
- Employee Assistance Program
- Flexible Schedule
- 403(b)

Portage Path Behavioral Health is a growing organization that offers a dynamic and supportive clinical environment with competitive salary and generous paid time off. Portage Path Behavioral Health also offers a rich array of benefit options, including major medical, dental, and vision, plus a variety of supplemental insurance options, including a robust retirement program. Multi-lingual applicants are encouraged to apply. For confidential consideration, please E-mail, or send resume (no phone calls please) or apply to:

Portage Path Behavioral Health
Attn: Human Resources
340 S. Broadway St.
Akron, Oh 44308
An Equal Opportunity Employer
Job Type: Full-time