

All staff must meet the required qualifications listed below and must be hired no later than 60 days of the contract start date, unless stated otherwise below.

Medical Director

Required qualifications:

1. Maintain current Washington state license to practice as MD, DO, or DC, and,
2. Must be in good standing in the Medical Provider Network and maintain that status throughout their COHE participation, and
3. At least five years of practice experience in the care of injured workers, and
4. At least ten years of experience as a practicing physician.

Preferred qualifications:

- 5 years of practice experience in Washington State, and specifically, with experience in:
- a) Integrating and/or coordinating multidisciplinary care.
 - b) Working with providers in different specialties (such as chiropractic, osteopathic and physical medicine providers).
 - c) Health care delivery systems.
 - d) Occupational health best practices.
 - e) Quality improvement.
 - f) Working with ancillary providers (such as vocational rehabilitation providers and occupational therapists).

Program Director

Required qualifications:

1. Bachelor's or equivalent degree, and
2. Five years of experience in health care delivery systems, including 3 years of experience in:
 - a) Project management.
 - b) Supervisory role including personnel management and professional staff development.

Or

1. Ten years of experience as described above, if no Bachelor's degree.

Preferred qualifications:

1. Master's degree.
2. Five years of experience in a supervisory role.
3. Experience in:
 - a) Occupational health care setting.
 - b) Contract management/negotiations.
 - c) Business development and budgeting.
 - d) Team building.
 - e) Information technology.
 - f) Data management.
 - g) Quality improvement, performance measurement, and process improvement.
 - h) Community outreach and communication/consensus building among diverse stakeholders.

Health Services Coordinator

Required qualifications:

1. Bachelor's or equivalent degree, *and*
2. Three years' experience in direct patient care, return-to-work coordination, occupational health care, or equivalent experience.

Preferred qualifications:

1. Master's Degree
2. Experience or certification as vocational counselor, nurse case manager, accredited case manager working with injured workers in an industrial insurance system or health care setting, or equivalent certification or experience in a health care setting such as a physical therapist, or occupational therapist.
3. Experience or demonstrated skills in:
 - a) Oral and written communication with health care professionals as well as patients.
 - b) Data management and tracking.

Health Services Coordinator Assistant

Required qualifications:

Three years of experience in direct patient care, return-to-work coordination, occupational health care, or equivalent experience.

Community Outreach Facilitator

Required qualifications:

Experience in:

- a) Community outreach/organizing, and
- b) Data management and data tracking, and
- c) Communication with or facilitation of diverse groups (e.g. business, labor, providers, injured workers, and employers).

Provider Trainer

Required qualifications:

1. Bachelor's or equivalent degree, and
2. Two years of experience in:
 - a) Health care delivery systems.
 - b) Training in a health care environment, *and*
3. One year of experience in occupational health care, *and*
4. Demonstrated competency in written and verbal communication skills.

Preferred qualifications:

Demonstrated skills in:

- a) Communication with diverse groups (e.g. providers, clinical staff, administrative staff).
- b) Facilitation of diverse groups.
- c) Data management and data tracking.

For the positions listed above, Contractor must obtain advance written approval by L&I's Contract Manager of all job postings (before the job is posted) and appointments (before the position is offered).