

Director of Managed Care Administrator, Behavioral Health

San Francisco Department of Public Health



SFDPH

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San Francisco Department of Public Health

The San Francisco Department of Public Health (SFDPH) is the largest department within the City and County of San Francisco. With an annual operating budget of \$2.2 billion, SFDPH employs over 8,000 people, and contracts for more than \$400 million in community-based services. The San Francisco Department of Public Health is an integrated health department with two major divisions.

The San Francisco Health Network (SFHN) includes top-rated hospitals, clinics and programs that provide medical, mental health, and substance use prevention and treatment services to over 100,000 individuals. SFHN includes Zuckerberg San Francisco General Hospital (the only local Level 1 Trauma Center for San Francisco) and Laguna Honda Hospital and Rehabilitation Center (one of the largest public skilled nursing facility in the Country).

The SFDPH Population Health Division (PHD), which earned public health accreditation in 2017, carries out traditional and mandatory public health functions such as: consumer safety activities; health promotion and prevention; inspections of food, alcohol, and cannabis businesses; promote improved air and water quality; pedestrian safety; HIV prevention, research and surveillance; TB prevention and treatment; Emergency Medical Services; and analysis of community public health data.

SFDPH's central administrative functions, including finance, human resources, information technology, and policy and planning, support and promote integration between SFDPH's two divisions. The SFDPH is committed to providing quality health care and public health services to all San Franciscans regardless of immigration or insurance status. For further information about SFDPH, visit [San Francisco Department of Public Health](#).



Division of Behavioral Health (BH)

This is an exciting time to join the Division of Behavioral Health at SF Department of Public Health. Behavioral Health is in the midst of a period of growth and transformation that will enable DPH to improve health outcomes for San Franciscans with mental health and substance use needs through population and health care and services approaches.

With significant new investments in the behavioral health care delivery and care management systems, BH will be poised to achieve goals of improving access, quality, and care coordination. In addition to addressing these overall goals, BHS is directing significant resources to improve services for individuals and families experiencing homelessness as well as those who have been marginalized by historic and institutional racism. BH is seeking candidates that demonstrate a strong commitment to these issues and a proven track record effecting change in these areas.

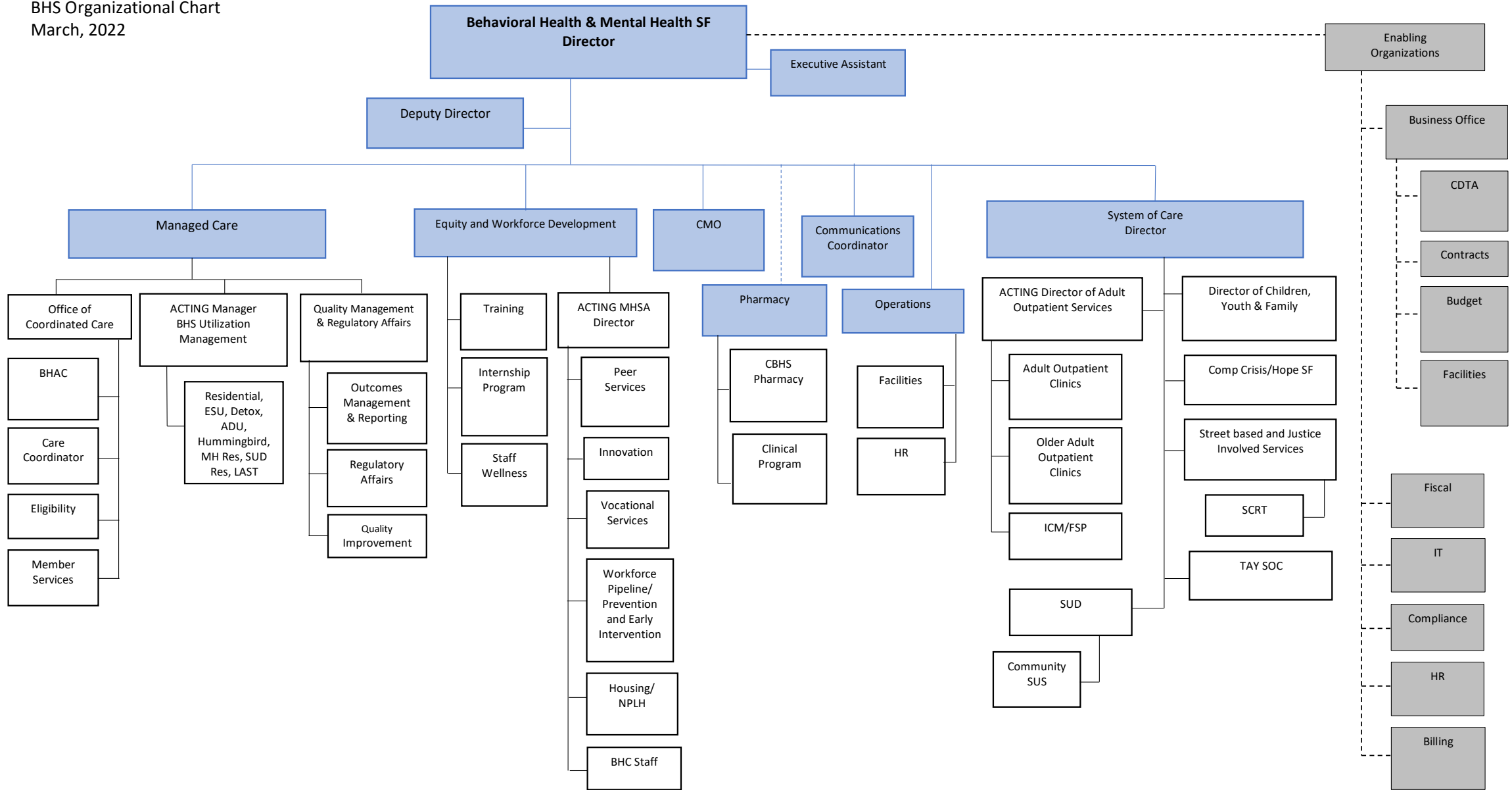
To prepare for the work ahead, DPH has designed a new organizational structure for BH that includes two newly formed sections –

- 1) BH Managed Care and
- 2) BH System of Care (SOC)

The Directors of these two sections report to the Director of BH and Mental Health San Francisco.

BH provides and/or contracts for behavioral health services as part of the San Francisco Health Network, the health care delivery arm of the SF DPH. Specialty behavioral health services are provided to children, youth, families, transitional age youth, adults, older adults, and criminal-justice impacted youth and adults. BH has more than 600 staff members, and contracts for more than 200 community-based programs operated by non-profit partners, and has a budget of approximately \$600 million.

BHS Organizational Chart
March, 2022



Director of Behavioral Health and Mental Health SF Dr. Hillary Kunins

Dr. Hillary Kunins serves the City and County of San Francisco as the Director of Behavioral Health and Mental Health SF. Prior to joining the San Francisco Health Department, Dr. Kunins was Executive Deputy Commissioner for the New York City Department of Health and Mental Hygiene. She was the NYC Health Department lead for Mayor Bill de Blasio's \$60 million strategy to address the opioid crisis. Among Kunins' chief duties is the oversight of the implementation of [Mental Health SF](#), a program called for in legislation approved by the Board of Supervisors and Mayor London Breed. Elements of the program are underway.

Dr. Kunins has a clinical background as an internist and addiction medicine physician, and she holds MD and MPH degrees from Columbia University and an MS in Clinical from Einstein College of Medicine.



[More on Dr. Hillary Kunins](#)

The Position

The Director of Managed Care for Behavioral Health (BH) functions at the executive level of BS management and will be responsible for all functions and activities of Managed Care, a major section within BH. This position is responsible for providing leadership and direction in developing new programs and establishing organizational policies, priorities and objectives. This position is responsible for ensuring compliance with all state regulatory requirements and contractual requirements under the Mental Health Plan and the Drug Medi-Cal Organized Delivery System contracts with the Department of Health Care Services (DHCS). This position will also direct and coordinate the implementation of program changes, serve as technical advisor, and perform related duties as required.

Essential Duties

Under general supervision of the Director of Behavioral Health and Mental Health SF, the Director of Managed Care role includes but is not limited to the following responsibilities:

- Develops and implements the Managed Care Division goals, objectives, policies, and priorities.
- Directs the allocation of Managed Care resources to achieve timely outcomes and measurable goals within a budget.
- Monitors the efficiency and effectiveness of the Managed Care departmental organization structure including, but not limited to: service levels; administrative systems; and quality improvement.
- Represents the Managed Care Department before legislative boards, outside organizations, Mayor's Office staff, and the media.
- Assesses and responds to community needs; provides consultation and advice to boards, committees and representatives from federal, state and local agencies.
- Participates in budget development by providing detailed justification and persuasive arguments for proposals or initiatives.

Minimum Qualifications

The stated minimum qualifications are required to be considered for this job.

- Possession of a Bachelor's degree in Healthcare Management, Business Management, Public Health or a closely related degree.
- Five (5) years of management experience in health plan operation or integrated health system managed care programs, of which all must include supervisory experience.
- Practical knowledge and experience in the frameworks of public health service delivery and behavioral health care.



San Francisco Health Network
Behavioral Health Services

Desirable Qualifications

- The stated desirable qualifications may be used to identify job finalists at the end of the selection process when candidates are referred for hiring.
- Demonstration of effective leadership and management skills;
 - Extensive knowledge of managed care and health system financing including managed care actuarial accounting principles, and financial risk management;
- Experience with programs serving ethnically diverse and low-income clients.
- Budgetary experience.
- Possession of Master's degree in Healthcare Management, Business Administration, Public Health Administration or a closely related degree.

Verification of Experience: <http://sfdhr.org/getting-job#verification> Applicants may be required to submit verification of qualifying education and experience at any point during the recruitment and selection process.

Verification of Education: If education verification is required, information on how to verify education requirements, including verifying foreign education credits or degree equivalency, can be found at <http://sfdhr.org/how-verify-education-requirements>

Compensation and Benefits

The normal annual salary range for the Director of Managed Care is \$228,462 to \$291,564.

All employees hired on or after January 10, 2009, will be required (pursuant to San Francisco Charter Section A8.432) to contribute 2% of pre-tax compensation to fund retiree healthcare. In addition, most employees are required to make a member contribution towards retirement, ranging from 7.5%-13.25% of compensation.

In addition to competitive salaries, the City offers flexible benefit plans with pre-tax elections which include; medical, dental, and vision coverage; retirement plan; 457 deferred compensation plan; social security; long-term disability plan; and life insurance; paid management training program; paid vacation; paid holiday; and paid sick leave.

For additional information about the City's benefits package, please visit: [Municipal Executives' Association Benefit Summary](#).



How to Apply

- The San Francisco Department of Public Health has retained **Berkeley Search Consultants** to recruit highly qualified candidates for this exceptional career opportunity. This is a confidential process and will be handled accordingly throughout the various stages of the process. References will not be contacted until mutual interest has been established.
- Via email to DMC-BHS-MHSF@berkeleysearch.com, interested applicants must submit a **compelling cover letter** and **comprehensive resume**. Please include **DMC-BHS-MHSF Recruitment** in the subject line.
- Applicants are encouraged to file immediately as this recruitment may close at any time, but no earlier than May 20th, 2022.
- Confidential inquiries and questions regarding this career opportunity should be directed to Berkeley Search Consultants' Senior Director of Recruiting, Healthcare and Public Sector Practices, Julia Morse at jmorse@berkeleysearch.com