



JOB TITLE: STAFF ATTORNEY

REPORTS TO: CHIEF FINANCIAL OFFICER

RESPONSIBILITIES:

- Develop and review Health Center policies and procedures
- Manage corporate compliance, support risk management and compliance functions
- Work with the Department of Health and Human Services and US Attorney's office for malpractice cases
- Monitor compliance with federal, state and city regulations
- Manage and facilitate communications between Health Center physicians and staff and outside counsel
- Draft and review Health Center contracts
- Assist Executive Team in carrying out special projects
- Other duties as assigned

QUALIFICATIONS:

- J.D.
- MPH or equivalent preferred
- At least two years experience as a practicing attorney serving healthcare provider organizations or corporate experience in a health system or with a physician group.

SALARY: Commensurate with experience

Interested candidates can email or fax resumes and cover letters to Human Resources:

Email: jobs@cbwchc.org

Fax: (212) 379-6936