



West Virginia

Attorney 1-DHHR/Bureau for Medical Services-Kanawha Co.

SALARY	See Position Description	LOCATION	Kanawha County, WV
JOB TYPE	Full-Time Permanent	REMOTE EMPLOYMENT	Flexible/Hybrid
JOB NUMBER	ATN1-BMS	DEPARTMENT	- Not in the Classified Service, See Posting
OPENING DATE	09/21/2023	CLOSING DATE	10/6/2023 11:59 PM Eastern
LOCATION OF VACANCY	KANAWHA		

Nature of Work

*****This job opportunity is not in the classified service and is not covered under the Administrative Rule of the WV Division of Personnel.*****

If you are interested in this position, you must apply directly to the hiring agency by: emailing a completed application to Kim.D.Huffman@wv.gov

OR mailing your completed application to:

Kim Huffman, 350 Capitol Street, Room 251, Charleston, WV 25301

Please include posting number BMS2400002 on the application.

**Division of Personnel application can be found online [HERE \(Download PDF reader\)](#)
(Download application and save to your computer)**

Attorney 1-DHHR/Bureau for Medical Services-Kanawha Co.

PG: 19 \$45,042 - \$83,326

*****Classified-Exempt Position*****

Under direct supervision of the general counsel, service as lead attorney for the WV Bureau for Medical Services (BMS) Managed Care Organizations (MCO) Program. This includes drafting and updating large MCO contract/agreement; be very familiar with all federal MCO statutes, regulations and guidance; providing legal research and advice on an Ad Hoc basis for BMS leadership and other staff related to Managed Care; engaging in written and telephonic correspondence with BMS's federal partner, the Center for Medicare and Medicaid Services (CMS) related to WV's MCO Program; engaging in written and telephonic communication with representatives from WV related to the MCO program; attending regular conference calls and meetings with WV's Medicaid MCO's and WV MCO's consulting and actuarial vendor and MCO broker; assisting WV BMS staff with all contract enforcement related actions against MCO's such as corrective action plans; also serve as lead attorney for WV CHIP. Perform legal research and advise as needed by BMS/CHIP leadership and other employees, including interpretation of federal and state statutes and regulations, court cases and other guidance. Most research would be related to Managed Care but could extend to into other Medicaid or CHIP related areas. Work with leadership on

creating an annual legislative agenda and draft; review and communicate with legislative staff in support to the legislative agenda, mostly related to Managed Care. Perform other duties as required for legal support of BMS and CHIP; May include drafting and filing State Plan Amendments (SPA) for WV Medicaid Plan; responding to Freedom of Information Act (FOIA) Requests; overseeing litigation in which BMS is involved; working on issues related to providers for BMS Medicaid; reviewing and advising on policy manual provisions; reviewing and approving procurement documents; working on Medicaid Waiver related documents. Other related duties as assigned. #DHHRJOBS

*****Note: This position may be eligible for a FLEXIBLE/HYBRID schedule, pending all requirements are met per the telework policy 2122 section VII b*****

Minimum Qualifications

Training: Graduation from a regionally accredited or American Bar Association accredited law school.

Other Information

This job opportunity is not in the classified service and is not covered by the Administrative Rule of the WV Division of Personnel. Therefore, online applications are not accepted for this position. Interested persons must apply directly to the hiring agency as indicated above.

Agency

West Virginia

Address

1900 Kanawha Blvd. East
Building 3 Suite 500
Charleston, West Virginia, 25305

Phone

(304) 558-3950

Website

<http://www.personnel.wv.gov>