

DUTY STATEMENT

Class Title Attorney III	Position Number 803-030-5795-062
COI Classification <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Unit 2	
Section Health Care Financing and Rates Team	
Branch Office of Legal Services	
Division Director's Office	

An Attorney III on the Health Care Financing and Rates Team has broad knowledge regarding Medicaid/Medi-Cal law combined with financing expertise. This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and adhere to departmental policies and procedures regarding attendance, leave, and conduct.

Job Summary: Under the direction of the Senior Assistant Chief Counsel and the Assistant Chief Counsel, and the general direction of the Deputy Director and Chief Counsel of the Office of Legal Services and the Deputy Chief Counsel, the Attorney III provides senior-level legal support and counsel to the Director, Executive Staff, and the various program and operational divisions in the Department on complex and sensitive legal issues related to the financing of the Medi-Cal program. The Attorney III is also responsible for providing comprehensive legal support to the Department's primary financing divisions: (1) Safety Net Financing Division, (2) Fee for Service Rates Development Division, and (3) Capitated Rates Development Division (4) Local Government Financing Division. The Attorney III assists in the legal component of each division's workload, as well as any litigation of any other legal issues that arise as a result of the final regulations.

The Attorney III has the ability to function under pressure in time- and politically-sensitive situations and to complete work on an expedited basis with minimal supervision. The Attorney III has excellent research, analytical, and writing skills, experience in drafting and reviewing pleadings, legislation, regulations, and related legal correspondence, and provides sophisticated legal advice on complex financing issues, both in writing and verbally in meetings. The Attorney III is also responsible for serving as a liaison to the Attorney General's Office on complex and fiscally sensitive litigation for the Department.

Supervision Received: Direction from the Senior Assistant Chief Counsel and Assistant Chief Counsel

Supervision Exercised: None

Percent of Time

Essential Functions

40%

Independently perform research, analysis, and preparation of written legal opinions and litigation briefs on the most complex managed care issues in Medicaid/Medi-Cal law. Draft and review legislation and regulations, amendments to statutes and regulations, contracts, federal waivers, and California State Plan Amendments, for the Medi-Cal managed care program and health care financing.

40%

Independently provide legal advice, recommendations of courses of action and sophisticated alternatives for highly complex cases and issues involving the Medi-Cal managed care program and health care financing. Independently analyze proposed and actual changes in federal Medicaid law and policy and how the changes affect Medi-Cal law and the State Medi-Cal program.

15%

Advise and provide expert consultation to other attorneys within OLS and interface with attorneys and stakeholders external to OLS on issues related to the Medi-Cal program and health care financing. Interact with other state departments, school districts, counties, and local governmental agencies that have programs administered in conjunction with the Medi-Cal managed care program and/or entities that seek to utilize federal health care funding. Meet with private counsel whose clients' interest conflicts with those of the State.

5%

Provide legal expertise for Medi-Cal special projects and interagency and national task forces. And other duties as assigned which can include travel.

Employee's signature	Date
Supervisor's signature	Date