

**DEPARTMENT OF JUSTICE
PUBLIC RIGHTS DIVISION
HEALTHCARE RIGHTS AND ACCESS SECTION
DUTY STATEMENT**

NAME: Vacant
CLASSIFICATION: Research Data Specialist III

STATEMENT OF DUTIES: The Healthcare Rights and Access Section (HRA) Section monitors and contributes to the proactive healthcare work across the Attorney General's Office which covers areas of consumer healthcare, nonprofit healthcare transactions, antitrust, healthcare privacy and healthcare civil rights legal and policy work. The section seeks injunctions, civil penalties, restitution to consumers, and other relief. Under the general direction of the Deputy Attorney General Supervisor (SDAG) and working closely with the Deputy Attorneys General (DAG) in the Healthcare Rights and Access Section, the Research Data Specialist III (RDS III) independently performs a broad range of expert economic research, analysis and consultation in support of the work of the Section, including but not limited to: designing and conducting complex economic studies and analyses; serving as consulting expert to departmental staff; and advising Section staff regarding economic theories of cases and impact on potential monetary recoveries. The RDS III prepares a variety of reports and memoranda; advises and consults on legislative or other policy issues as they relate to subject area expertise, and other duties as necessary. The RDS III queries, validates, formats, and organizes structured and unstructured data to forecast trends and assess potential impact on markets and industries. May function as a lead analyst on various research projects. May receive general direction from the Senior Assistant Attorney General (SAAG).

SUPERVISION RECEIVED: Under the general direction of a Deputy Attorney General Supervisor.

SUPERVISION EXERCISED: None.

TYPICAL PHYSICAL DEMANDS: May be required to sit at a computer terminal while performing research and other duties for six to eight hours or more each day. May be required to lift up to 10 pounds in weight. May be required to travel outside of assigned office location, sometimes overnight, within the state or out of state.

TYPICAL WORKING CONDITIONS: In a remote work environment, home office or similar environment. At the office, an enclosed windowed office in a high-rise building and a smoke-free environment.

ESSENTIAL FUNCTIONS:

55% Designs and conducts the most complex statistical studies needed in certain cases to measure economic variables such as market concentration, market definition, or damages incurred. Advises Section DAGs on the form and substance of complex data necessary to make conclusive studies, and evaluates data sets and evidence available in particular cases to determine the appropriate model to apply. Utilizes the above work to advise DAGs on the economic factors influencing this office's decisions to file litigation, demand divestitures in merger reviews, and accept financial offers for settlement and damages recoveries. Represents the Section's opinion on economic matters to

**DEPARTMENT OF JUSTICE
PUBLIC RIGHTS DIVISION
HEALTHCARE RIGHTS AND ACCESS SECTION
DUTY STATEMENT**

Enforcement staff in other State and Federal agencies, and works with other economists to develop theories and recommendations. Participates in various interviews, meetings and negotiations to provide feedback and advice to attorneys, and to the SAAG regarding policy-making decisions. Drafts reports, memoranda and correspondence as the Section's subject matter expert.

- 25% Works with testifying experts to provide necessary research information and feedback for consultation, written reports and testimony. Provides feedback to DAGs on same. Reviews and analyzes the methodologies and findings of outside experts for DAGs, and develops responses. As a primary contact for the Section, provides consultative and advisory services related to subject matter expertise to departmental management, and other government entities as needed.
- 15% Conducts and/or advises Section staff on special projects requiring advanced skills in areas such as accounting, database development and software implementations including but not limited to: case management, document review and management, cost estimation, settlement administration and implementation. Assists DAGs in the drafting of various legal documents including consent decrees, settlement agreements, complaints and other documents where economic theories and facts are discussed.
- 5% As needed, liaises with other units on administrative issues. May provide general back-up assistance to other staff on regular Section workload.

I have read and understand the essential functions and typical physical demands required of this job (please check one of the boxes below regarding a Reasonable Accommodation):

- ☐ I am able to complete the essential functions and typical physical demands of the job without a need for a reasonable accommodation.
- ☐ I am able to complete the essential functions and typical physical demands of the job, but will require a reasonable accommodation. I will discuss my reasonable accommodation request with my supervisor.
- ☐ I am unable to perform one or more of the essential functions and typical physical demands of the job, even with a reasonable accommodation.
- ☐ I am not sure that I will be able to perform one or more of the essential functions and typical physical demands of the job, and will discuss the functional limitations I have with my supervisor.

Printed Name
Employee's Signature

Date

Printed Name
Supervisor's Signature

Date