



Division of Criminal Justice
Medicaid Fraud Control Unit – New York City
Nurse Analyst
Reference No. MFC_NYC_NA_6023

The Office of the New York State Attorney General's [Medicaid Fraud Control Unit](#) (MFCU) is seeking Nurse Analysts for its New York City office. The mission of MFCU is to investigate, prosecute and bring affirmative civil cases against individuals and corporate entities responsible for improper or fraudulent Medicaid billing schemes, as well as to investigate and prosecute allegations of abuse and neglect of residents in nursing homes and other residential healthcare facilities.

The Medicaid Fraud Control Unit utilizes a team-based approach to identify and investigate fraud committed by hospitals, nursing homes, pharmacies, doctors, dentists, nurses, and other Medicaid providers. From inception through disposition, attorneys, auditors, investigators and nurse analysts work together to uncover complex fraudulent conduct for which the Unit holds offenders accountable through both criminal prosecution and civil litigation.

JOB DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

- Assisting in screening and evaluating complaints for initial follow up, as well as aiding staff in understanding medical technology and identifying inconsistent diagnoses and treatments.
- Identifying and reviewing medical records and analyzing medical documentation to identify trends in fraud, abuse, mistreatment and neglect.
- Assisting in field interviews of medical personnel and experts with investigators.
- Aiding attorneys in recruiting and preparing health care witnesses (pharmacists, nurses, aides, administrators, physicians, dentists, etc.) for trial.
- Supporting attorneys in the development of areas of questioning to be used at grand jury or trial, as well as supporting and testifying in grand jury proceedings and trials.
- Assisting attorneys in reviewing legal documents for use of proper medical terminology.
- Interacting with professional boards and regulatory groups as directed by attorneys in furtherance of Unit mission.

REQUIRED QUALIFICATIONS

Applicants must be a current NYS-licensed Registered Nurse and possess a minimum of seven (7) years of clinical experience. Applicants must also possess knowledge of the current standards and scope of practice for the profession of nursing, as well as knowledge of the general scope and responsibilities of nursing home staff and consultants. Excellent interpersonal, communication and writing skills are required. The selected candidate will also have a history that demonstrates: (1) sound judgment; (2) the ability to work independently and to work productively as a team member; and (3) the ability to work in a supportive and professional manner with professional staff and support staff.

DESIRED QUALIFICATIONS

Experience in the following areas is a plus: nursing administration (i.e., Director of Nursing, Administrator, Risk Manager), including current or past employment within a long-term care facility; conducting investigations related to resident abuse, mistreatment or neglect, as well as quality assurance issues; drug diversion investigations; and managed care. Prior experience as a legal nurse consultant is also a plus. Knowledge of NYS and federal rules and regulations related to health care, particularly the Medicaid program, would be beneficial.

*Candidates from diverse backgrounds are encouraged to apply.
The OAG is an equal opportunity employer and is committed to workplace diversity.*

HOW TO APPLY

Applications are being received online. To apply, please visit our careers website [here](#). Applicants must be prepared to submit a complete application consisting of the following:

- **Cover Letter** (*You may address to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment*)
- **Resume**
- **List of three (3) references with contact information and email addresses**

Please note: Failure to submit a complete application will delay the consideration of your application.

If you have questions regarding a position with the OAG and the application process or you need assistance with submitting your application, please contact the Legal Recruitment Bureau via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: www.ag.ny.gov