

Health Care Fraud Specialist


DEPARTMENT OF DEFENSE

Defense Health Agency

Defense Health Agency Headquarters

Accepting applications

Open & closing dates

 08/19/2021 to 08/23/2021

Pay scale & grade

GS 9 - 12

Appointment type

Permanent

Service

Competitive

Salary

\$58,585 to \$110,452 per year

Work schedule

Full-time

Locations

2 vacancies in the following location:

Aurora, CO

Relocation expenses reimbursed

No

Telework eligible

Yes as determined by agency policy

This job is open to



The public

U.S. citizens, nationals or those who owe allegiance to the U.S.

Clarification from the agency

See "Who May Apply" in the "Qualification" section for more information on who is eligible to apply for this position.

Announcement number

NCKF212591507005D

Control number

611235700

Duties

Summary

About the Position: The incumbent will serve as a Health Care Fraud Specialist in Aurora, Colorado.

Management may select at any of the grade levels announced. This recruitment provides promotion opportunity to the target grade of the position without further competition when selectee is eligible and recommended by management.

Responsibilities

- Provide leadership, planning, and management of programs and systems designed to minimize fraud and abuse.
- Initiating and taking administrative actions to enforce provisions of law, regulation, and policy.
- Provide written and verbal anti-fraud advice regarding program law, regulations, and policies.
- Manage anti-fraud and abuse activities for to protect benefit dollars and safe guard eligible beneficiaries.
- Coordinate fraud abuse investigative activities.
- Execute anti-fraud/abuse policies and procedures.
- Data mining, analysis and report generation for whistle blower lawsuits responses, fraud and abuse cases, investigation leads, etc.
- Utilize computer programs to data mine for evidence.
- Analysis of health care data associated with type, frequency, duration, and extent of services to identify patterns of fraudulent and abusive practice.
- Monitor and provides oversight of contract program integrity activities.
- Developing and supporting cases for criminal fraud/abuse prosecutions and civil fraud/abuse lawsuits.
- Manage the balance billing violations of an organization.

Travel Required

Occasional travel - Up to 10% Business Travel required.

Supervisory status

No

Promotion Potential

13

Job family (Series)

[1801 General Inspection, Investigation, Enforcement, And Compliance Series](https://www.usajobs.gov/1801)

(<https://www.usajobs.gov/Search/Results?j=1801>)

Requirements

Conditions Of Employment

- Appointment to this position is subject to a background investigation to determine your suitability for Federal employment.

Qualifications

Who May Apply: US Citizens

In order to qualify, you must meet the education and/or experience requirements described below. Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community; student; social). You will receive credit for all qualifying experience, including volunteer experience. Your resume must clearly describe your relevant experience; if qualifying based on education, your transcripts will be required as part of your application. Additional information about transcripts is [in this document](https://acpol2.army.mil/chra_dodea/Transcripts.pdf) (https://acpol2.army.mil/chra_dodea/Transcripts.pdf).

Specialized Experience for GS9: One year of specialized experience which includes: working with medical claims and coding in a clinical healthcare field; experience in medical claims auditing for regulatory or compliance. This definition of specialized experience is typical of work performed at the second lower grade/level position in the federal service (GS-07).

OR

Education Substitution: Master's or equivalent graduate degree or 2 full years of progressively higher level graduate education leading to such a degree or LL.B. or J.D. [remove LL.B or J.D., if unrelated] in a field which demonstrates the knowledge, skills, and abilities necessary to do the work of the position, such as: Criminal Science, Legal or Compliance. (Note: You must attach a copy of your transcripts.)

OR

Combination of Education and Experience: A combination of education and experience may be used to qualify for this position as long as the computed percentage of the requirements is at least 100%. To compute the percentage of the requirements, divide your total months of experience by 12. Then divide the total number of completed graduate semester hours (or equivalent) beyond the first year (total graduate semester hours minus 18) by 18. Add the two percentages. (Note: You must attach a copy of your transcripts.)

Specialized Experience for GS11: One year of specialized experience which includes: working in a government healthcare, managed care and/or health insurance environment in a regulatory or compliance role; knowledge of healthcare industry and medical coding concepts (CPT, ICD, DRGs) with experience analyzing healthcare claims data; experience in gathering information, requirements and documentation; analytical abilities and skill in utilizing applications to manage data including gathering, compiling, organizing, modeling, validating and analyzing data. This definition of specialized experience is typical of work performed at the second lower grade/level position in the federal service (GS-09).

OR

Education Substitution: Ph.D or equivalent doctoral degree or 3 full years of progressively higher level graduate education leading to such a degree or in a field which demonstrates the knowledge, skills, and abilities necessary to do the work of the position, such as: Criminal Science, Legal, and Compliance. (Note: You must attach a copy of your transcripts.)

OR

Combination of Education and Experience: A combination of education and experience may be used to qualify for this position as long as the computed percentage of the requirements is at least 100%. To compute the percentage of the requirements, divide your total months of experience by 12. Then divide the total number of completed graduate semester hours (or equivalent) beyond the second year (total graduate semester hours minus 36) by 18. Add the two percentages. (Note: You must attach a copy of your transcripts.)

Specialized Experience for GS12: One year of specialized experience which includes: working in a government, healthcare, managed care and/or health insurance environment in a regulatory or compliance role; knowledge of healthcare industry and medical coding concepts (CPT, ICD, DRGs) and/or experience analyzing healthcare claims data; experience in gathering information, requirements and documentation; analytical abilities and skill in utilizing applications to manage data including gathering, compiling, organizing, modeling, validating and analyzing data; gathering and documenting information, evidence and/or testimony to be used in civil or criminal proceedings, administrative actions, or governmentally regulated activities including preparation of reports in support of legal or administrative actions. This definition of specialized experience is typical of work performed at the next lower grade/level position in the federal service (GS-11).

Education Substitution for GS12: Some federal jobs allow you to substitute your education for the required experience in order to qualify. For this job, you must meet the qualification requirement using experience alone--no substitution of education for experience is permitted.

Credentialed as Certified Professional Coder (CPC), Certified Healthcare Compliance (CHC), or Accredited Healthcare Fraud Investigator (AHFI) preferred.

You will be evaluated on the basis of your level of competency in the following areas:

- Information Analysis
- Material Management
- Mission Execution
- Oral Communication

Education

FOREIGN EDUCATION: If you are using education completed in foreign colleges or universities to meet the qualification requirements, you must show the education credentials have been evaluated by a private organization that specializes in interpretation of foreign education programs and such education has been deemed equivalent to that gained in an accredited U.S. education program; or full credit has been given for the courses at a U.S. accredited college or university. For further information, visit:

<http://www.ed.gov/about/offices/list/ous/international/usnei/us/edlite-visitus-forrecog.html>
(<http://www.ed.gov/about/offices/list/ous/international/usnei/us/edlite-visitus-forrecog.html>)

Additional information

- Appointment may be subject to a suitability or fitness determination, as determined by a completed background investigation.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- You will be required to provide proof of U.S. Citizenship.
- Two year trial/probationary period may be required.
- Direct Deposit of Pay is required.
- This position requires you to submit a Confidential Financial Disclosure Report (OGE450) upon entry, and annually thereafter.
- Selection is subject to restrictions resulting from Department of Defense referral system for displaced employees.
- You may claim military spouse preference (MSP).
- If a MSP applicant is determined best qualified and selected, placement must be at the full performance level for priority consideration.
- Multiple positions may be filled from this announcement.
- Salary includes applicable locality pay or Local Market Supplement.

- Interagency Career Transition Assistance Program (ICTAP). If you are a Federal employee in the competitive service and your agency has notified you in writing that you are a displaced employee eligible for ICTAP consideration, you may receive selection priority for this position. To receive selection priority, you must: (1) meet ICTAP eligibility criteria (2) be rated well-qualified for the position and; (3) submit the appropriate documentation to support your ICTAP eligibility. To be considered well-qualified and receive selection priority applicants must satisfy all qualification requirements for the position and receive a score of 90 or above. Additional information about the program is on [OPM's Career Transition Resources website](https://www.opm.gov/policy-data-oversight/workforce-restructuring/employee-guide-to-career-transition/).
(<https://www.opm.gov/policy-data-oversight/workforce-restructuring/employee-guide-to-career-transition/>)
- If you are unable to apply online or need to fax a document you do not have in electronic form, view the following link for information regarding an [Alternate Application](https://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information)
(https://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information)
- Payment of Permanent Change of Station (PCS) costs is not authorized, based on a determination that a PCS move is not in the Government interest.
- Student Loan Repayment MAY be authorized for highly qualified candidates.
- Advanced In-Hire MAY be authorized for highly qualified candidates.
- Service credit for annual leave accrual MAY be granted for certain non-Federal work experience and experience in the uniformed service.

How You Will Be Evaluated

Once the announcement has closed, a review of [your application package](https://acpol2.army.mil/chra_dodea/App_CK_list_external_1APR2019.pdf) (resume, supporting documents, and responses to the questionnaire) will be used to determine whether you meet the qualification requirements listed on this announcement. If you are minimally qualified, your résumé and supporting documentation will be compared against your responses to the assessment questionnaire to determine your level of experience. If, after reviewing your résumé and/or supporting documentation, a determination is made that you have inflated your qualifications and/or experience, you may lose consideration for this position. Please follow all instructions carefully when applying, errors or omissions may affect your eligibility.

You should list any relevant performance appraisals and incentive awards in your resume as that information may be taken into consideration during the selection process. If selected, you may be required to provide supporting documentation.

Basis for Rating: Qualified candidates will be assigned to one of three quality categories: Best Qualified, Highly Qualified and Qualified. Veteran preference eligibles are listed ahead of non-preference eligibles within each quality category.

- Best Qualified. Candidates in this category possess exceptional skills and experience to exceed well above the minimum requirements for the announced position.
- Highly Qualified. Candidates in this category possess good skills and experience above the minimum requirements for the announced position.
- Qualified. Candidates in this category meet the minimum experience requirements for the announced position.

Background checks and security clearance

Security clearance

[Other](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)
(<https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/>)

Drug test required

No

Position sensitivity and risk

[Non-sensitive \(NS\)/Low Risk](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)
(<https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/>)

Trust determination process

[National security](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)
(<https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/>)

Required Documents

The documents you are required to submit vary based on whether or not you are eligible for preference in federal employment.

As described above, your complete application includes your resume, your responses to the online questionnaire, and documents which prove your eligibility to apply. **If you fail to provide these documents, you will be marked as having an incomplete application package and you will not be considered any further.**

1. Your resume:

- Your resume may be submitted in any format and must support the specialized experience described in this announcement.
- If your resume includes a photograph or other inappropriate material or content, it will not be used to make eligibility and qualification determinations and you may not be considered for this vacancy.
- For qualifications determinations your resume must contain hours worked per week and the dates of employment (i.e., HRS per week and month/year to month/year or month/year to present). If your resume does not contain this information, your application may be marked as incomplete and you may not receive consideration for this position.
- For additional information see: [What to include in your resume](https://www.usajobs.gov/Help/faq/application/documents/resume/what-to-include/) (<https://www.usajobs.gov/Help/faq/application/documents/resume/what-to-include/>)

2. Other supporting documents:

- Cover Letter, optional
- Most recent Performance Appraisal, if applicable

NOTE: Documents submitted as part of the application package, to include supplemental documents, may be shared beyond the Human Resources Office. Some supplemental documents such as military orders and marriage certificates may contain personal information for someone other than you. You may sanitize these documents to remove another person's personal information before you submit your application. You may be asked to provide an un-sanitized version of the documents if you are selected to confirm your eligibility.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from [schools accredited by accrediting institutions recognized by the U.S. Department of Education](http://www.ed.gov/admins/finaid/accred/) (<http://www.ed.gov/admins/finaid/accred/>)

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

Benefits

<https://www.usajobs.gov/Help/working-in-government/>

How to Apply

To apply for this position, you must complete the online questionnaire and submit the documentation specified in the Required Documents section below.

The complete application package must be submitted by 11:59 PM (EST) on 08/23/2021 to receive consideration.

- To begin, click **Apply** to access the online application. You will need to be logged into your USAJOBS account to apply. If you do not have a USAJOBS account, you will need to create one before beginning the application (<https://apply.usastaffing.gov/ViewQuestionnaire/11207005> (<https://apply.usastaffing.gov/ViewQuestionnaire/11207005>)).
- Follow the prompts to **select your résumé and/or other supporting documents** to be included with your application package. You will have the opportunity to upload additional documents to include in your application before it is submitted. Your uploaded documents may take several hours to clear the virus scan process.
- After acknowledging you have reviewed your application package, complete the Include Personal Information section as you deem appropriate and **click to continue with the application process**.
- You will be taken to the online application which you must complete in order to apply for the position. Complete the online application, verify the required documentation is included with your application package, and submit the application. **You must re-select your resume and/or other documents from your USAJOBS account or your application will be incomplete.**
- It is your responsibility to verify that your application package (resume, supporting documents, and responses to the questionnaire) is complete, accurate, and submitted by the closing date. Uploaded documents may take up to one hour to clear the virus scan.
- Additional information on how to complete the online application process and submit your online application may be found on the [USA Staffing Applicant Resource Center](https://help.usastaffing.gov/Apply/index.php?title=Applicant) (<https://help.usastaffing.gov/Apply/index.php?title=Applicant>).

To verify the status of your application, log into your USAJOBS account (<https://my.usajobs.gov/Account/Login>), all of your applications will appear on the Welcome screen. The Application Status will appear along with the date your application was last updated. For information on what each Application Status means, visit:

<https://www.usajobs.gov/Help/how-to/application/status/>
(<https://www.usajobs.gov/Help/how-to/application/status/>)

Agency contact information

 Army Applicant Help Desk

Website

https://portal.chra.army.mil/hr_public?id=app_inq
(https://portal.chra.army.mil/hr_public?id=app_inq)

Address

KF-DHA-DDAAFC DEFENSE HEALTH AGENCY HQ
DO NOT MAIL
Falls Church, VA 22042
US

[Learn more about this agency](#)
([#agency-modal-trigger](#))

The Defense Health Agency (DHA) is a joint, integrated Combat Support Agency that enables the Army, Navy, and Air Force medical services to provide a medically ready force and ready medical force to Combatant Commands in both peacetime and wartime. The DHA supports the delivery of integrated, affordable, and high quality health services to Military Health System (MHS) beneficiaries and is responsible for driving greater integration of clinical and business processes across the MHS.

The mission of the DHA is to serve as a Combat Support Agency and lead the integration of readiness and health to deliver the Quadruple Aim: improved readiness, better health, better care, and lower cost. The DHA Headquarters is geographically located in Falls Church and Arlington, Virginia.

This position supports of the Assistant Secretary of Defense Health Affairs. Defense Health Agency (DHA), Special Staff, Program Integrity Division (PID).

MISSION STATEMENT - DHA PID manages anti-fraud and abuse activities for DHA to protect benefit dollars and safe guard beneficiaries. DHA PID provides leadership, planning, and management of programs and systems designed to minimize fraud and abuse in the Military Health System (MHS).

Position is being filled at the GS-09, 11, or 12 (with promotion potential to GS-13 level). Duties described reflect the full performance GS-13 level. Duties will be performed in a developmental capacity under close supervision.

Next steps

If you provided an email address, you will receive an email message acknowledging receipt of your application. Your application package will be used to determine your eligibility, qualifications, and quality ranking for this position. If you are determined to be ineligible or not qualified, your application will receive no further consideration.

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy And gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- [Equal Employment Opportunity \(EEO\) for federal employees & job applicants](https://www.eeoc.gov/federal/fed_employees/index.cfm)
(https://www.eeoc.gov/federal/fed_employees/index.cfm)

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change to a job, the work environment, or the way things are usually done that enables an individual with a disability to apply for a job, perform job duties or receive equal access to job benefits.

Under the Rehabilitation Act of 1973, federal agencies must provide reasonable accommodations when:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.

You can request a reasonable accommodation at any time during the application or hiring process or while on the job. Requests are considered on a case-by-case basis.

Learn more about [disability employment and reasonable accommodations](https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)
(<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>)
or [how to contact an agency](https://www.usajobs.gov/Help/how-to/application/agency/contact/).
(<https://www.usajobs.gov/Help/how-to/application/agency/contact/>)

Legal and regulatory guidance

[Financial suitability](#)

[\(https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/\)](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/)

[Privacy Act](#)

[\(https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/\)](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/)

[Selective Service](#)

[\(https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/\)](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/)

[Social security number request](#)

[\(https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/\)](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/)

[Signature & False statements](#)

[\(https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/\)](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/)

[New employee probationary period](#)

[\(https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/\)](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/)