

## ADAP Forecasting and Billing Coordinator

ADAP Forecasting and Billing Coordinator: Southeast LA Area Health Education Center (SELA AHEC), in conjunction with the Louisiana Office of Public Health-STD/HIV Program (OPH-SHHP), are seeking an AIDS Drug Assistance Program (ADAP) Forecasting and Billing Coordinator. The position is integral to the administration and sustainability of a complex statewide program tasked with providing medications for HIV and related opportunistic infections, and assisting with the costs of insurance coverage for eligible individuals living with HIV. The incumbent will support data related efforts to ensure provision of essential services, including the use of data to assess medication utilization trends and forecasts. Required: Bachelor's in Health Care Administration or Finance, Public Health, Public Administration or closely related field; Three (3) years of related professional experience in using data management systems and statistical analysis software such as Access, Excel, or SAS. Eligible candidates must have a general knowledge of the transmission of communicable diseases and social determinants of health as they relate to and impact health outcomes; Master's and One (1) year of related professional experience in the above may substitute for the 3 years. Preferred: Master's in Public Health, Public Administration, Healthcare Management, Psychology, Sociology or related field; Experience with financial trends, planning, forecasting, and analytics; Experience with financial models; Advanced degree or certification including CPA, MBA, Actuarial, etc. Strong knowledge of HIV care and services; Five (5) years of related professional experience, including a strong knowledge of statistical analysis software. Excellent verbal and written communication skills and highly competent in ability to collaborate with diverse colleagues and individuals. To apply, send resume and cover letter to [matthew.arnold@la.gov](mailto:matthew.arnold@la.gov).