

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date

April 28, 2017

2. Department

Office of Statewide Health Planning and Development (OSHPD)

3. Organizational Placement (Division/Branch/Office Name)

Information Services Division

4. CEA Position Title

Deputy Director/Chief Information Officer

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

The Deputy Director/Chief Information Officer (CIO) of the Information Services Division has executive leadership responsibility for the planning, development, implementation, administration, and assessment of the Office of Statewide Health Planning and Development (OSHPD) policies, programs, and procedures related to its information technology (IT) and health data operations, to effectively centralize and leverage all OSHPD data and information assets across the Department. In this role, the Deputy Director/CIO is integral to OSHPD's mission to advance safe, quality healthcare environments through innovative and responsive services and information. OSHPD is the leader in collecting data and disseminating information about California's healthcare infrastructure and healthcare outcomes. The Deputy Director/CIO plays a critical role in directorate-level strategic planning to centralize and leverage all data and information assets to meet OSHPD's business needs. The Deputy Director/CIO also ensures compliance with legislated program mandates, and acts as the liaison to top level managers, private and public sector healthcare industry representatives, the Legislature, the Governor's Office, California Health and Human Services Agency, and state, federal, and local governmental agencies.

6. Reports to: (Class Title/Level)

Chief Deputy Director

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain):

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Exercises management responsibility to centralize and leverage OSHPD data and information assets across the Department. Provides policy direction to ensure the most effective, innovative, and transparent use of information technology (IT) solutions to meet the business goals of the Department, and to ensure the most innovative strategies for collection, analysis, and reporting/distributing of quality data on California's health, healthcare infrastructure, and healthcare workforce. This includes consulting with representatives of the Governor's Office, California Health and Human Services Agency (CHHS), and OSHPD's Director/Chief Deputy Director, and proposing, analyzing, and recommending policy with respect to these areas.

Recommends strategies to meet IT policy requirements of the California Department of Technology (CDT) framework for Enterprise Architecture and CDT's strategic plan for overall direction of IT in the state.

Provides executive level evaluation and recommendations for developing and implementing OSHPD data collection, analysis, and reporting standards to meet policy and formatting requirements of the CHHS Open Data Portal Initiative.

Represents OSHPD on the California Health Data Project, a coalition between CHHS, local governments, and the public with the purpose of ensuring that the health and healthcare data collected by the State of California is easily accessible and useful to a variety of audiences and organizations.

Responsible for implementing any legislative changes.

Exercises management oversight and provides policy direction for the performance of the following essential functions and services for OSHPD's internal and business users:

- Strategic operational plans, project portfolio management, and business analysis.
- Enterprise IT services, including architecture and infrastructure, development services, business solutions, and web services.
- Collection, quality assurance, processing, warehousing, modeling, and automation of healthcare workforce data, facilities construction data, hospital financial and utilization data, administrative patient data, and clinical patient data.
- Data services, research and analysis, and outreach, including data request processing, analytical data services, stakeholder engagement, data product design and distribution strategies, and healthcare outcomes research.
- Development of the Information Services Division (ISD) budget in support of OSHPD's goals and business priorities, with particular attention to, and compliance with, applicable laws, policies, and procedures that govern state expenditures.

Plans, organizes, directs, and monitors the work of a multidisciplinary staff of 144 full-time employees and a total annual budget of approximately \$27 million in the discharge of the Division's responsibilities.

As a member of the Executive Team, consults with and advises the Directorate on:

- Implementing Department-wide strategies spanning all OSHPD program areas to fulfill the Department's mission and realize its objectives.
- Major IT strategic policy initiatives.
- Healthcare data operations, collection, analysis, research, and distribution/reporting initiatives, with a focus on innovative strategies to promote data transparency and increased value to the end-user.

Represents OSHPD in matters relating to ISD's programs to the Legislature, other state, federal, and local agencies, statutorily established advisory bodies to OSHPD, and affected constituency groups.

Serves as a key member of OSHPD's Strategic Governance Team. Formulates strategies and initiatives to ensure action related to strategic goals, and develops key performance indicators. Collects feedback to monitor success and identify needs for additional actions to ensure effective implementation of the Strategic Plan.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: OSHPD's mission is to advance safe, quality healthcare environments through innovative and responsive services and information.

OSHPD monitors the construction, renovation, and seismic safety of hospitals and skilled nursing facilities and provides loan insurance to assist the capital needs of California's not-for-profit healthcare facilities. OSHPD is the leader in collecting data and disseminating information about California's healthcare infrastructure and healthcare outcomes. The Department promotes an equitably distributed healthcare workforce and publishes valuable information about healthcare outcomes.

The new Information Services Division (ISD) (a reorganization and integration of the former Information Technology Services Division and the Healthcare Information Division) will centralize all data and information assets throughout the Department, and will develop innovative strategies for data collection, analysis, reporting and distribution, and optimization of IT solutions and systems to meet OSHPD's business needs. The restructure also positions OSHPD to respond effectively to ongoing California Health and Human Services Agency (CHHS) priority initiatives, including CHHS Governance, CHHS Open Data, and other CHHS-wide data initiatives that extend beyond any one department. As a data-intensive organization, OSHPD is delegated the lead responsibility for the management of the CHHS Open Data Portal.

The adoption of "shared services" and "common solutions" is an example of an evolving strategy intended to drive optimal use of Department data and technology resources and effective alignment with the CHHS Information Strategic Plan. A fully functional and innovative ISD is critical to advancing OSHPD's mission now and in the future.

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

The Department has reorganized and integrated two divisions to effectively align data and information services. The new Information Services Division (ISD) results from the merger of the former Information Technology Services Division (ITSD) and the Healthcare Information Division (HID). ITSD's role was to deliver professional information technology (IT) services and business-driven solutions to support OSHPD programs, while HID's role was to collect and disseminate timely, accurate, and quality healthcare outcome, financial, and utilization data and data analyses. ISD will assume the roles of both ITSD and HID, centralizing the functions of both organizations to leverage all OSHPD data and information assets across the Department. The restructure will promote innovation, increased access to and transparency of data, and new IT solutions to improve and support business operations. ISD organizational structure will include two offices and three branches.

The centralization of data assets and alignment of all data-related services is an opportunity for OSHPD to advance its strategic goals and objectives. The restructure positions OSHPD to respond effectively to ongoing California Health and Human Services (CHHS) priority initiatives, including CHHS Governance, CHHS Open Data, and other CHHS-wide data initiatives that extend beyond any one department. As a data-intensive organization, OSHPD is delegated the lead responsibility for the management of the CHHS Open Data Portal. The adoption of "shared services" and "common solutions" is an example of an evolving strategy intended to drive optimal use of Department data and technology resources and effective alignment with the CHHS Information Strategic Plan.

Additionally, the reorganization allows ISD to identify and address the many emerging business needs of OSHPD programs with effective data and technology solutions, enabling ISD to satisfy the changing needs of managing the entire lifecycle of OSHPD data and technology investments.

The executive leadership responsibility of the Deputy Director/CIO merits a CEA-B classification. In addition to the increased leadership responsibility over the combined staff from two existing divisions, the Deputy Director/CIO has the executive responsibility for planning, development, implementation, administration, and assessment of OSHPD's policies, programs, and procedures related to all of OSHPD's IT and health/healthcare data operations to effectively centralize and leverage all OSHPD data and information assets across the Department, and to support innovation and user-centric products and solutions. The Department will convert the existing vacant HID CEA-A to a CEA-B position over ISD.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

The Deputy Director/Chief Information Officer (CIO) of the Information Services Division (ISD) will provide policy direction to centralize data assets and align all data-related services throughout the Department. This will enable the OSHPD to respond effectively with leadership, active participation, and direct contribution to ongoing California Health and Human Services Agency (CHHS) priority initiatives, including CHHS Governance, CHHS Open Data, and other CHHS-wide data initiatives that extend beyond any one department.

The Deputy Director/CIO will also establish and administer policies and standards for the innovative collection, research, analysis, reporting, and distribution of statewide healthcare information. These policies will ensure the quality, integrity, availability, and accessibility of data for the CHHS Open Data Portal Initiative. As a data-intensive organization, OSHPD is delegated the lead responsibility for the management of the CHHS Open Data Portal, which includes stakeholder coordination, technical administration, information management, and training in support of twelve CHHS departments, while providing broader support to OSHPD programs for open data governance and publishing activities.

The Deputy Director/CIO will establish and administer policies and standards to ensure the most effective use of information technology (IT) resources across the Department, applying user-centric IT solutions to identify and address the many emerging business needs of OSHPD programs, enabling ISD to satisfy the changing needs of managing the entire lifecycle of OSHPD data and technology investments, and to conform to the California Department of Technology framework for Enterprise Architecture.

C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

The Deputy Director/Chief Information Officer (CIO) of the Information Services Division CEA-B will serve as a member of the OSHPD executive leadership team and will be expected to present strategic initiatives and policy guidance to the Director/Chief Deputy Director and Executive Team on all matters related to OSHPD's information technology (IT) and health/healthcare data operations, with the goal to effectively centralize and leverage all OSHPD data and information assets across the Department.

The Deputy Director/CIO exercises management responsibility and provides policy direction and leadership to ensure the most effective and innovative use of IT resources by the Department, and to ensure the most effective and innovative collection, analysis, research, and reporting methods to provide quality data on California's health, healthcare infrastructure, and healthcare workforce.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

The Deputy Director/Chief Information Officer (CIO) of the Information Services Division, CEA-B will be developing new policy as required to successfully reorganize the subordinate functional units of two existing divisions that will be integrated into the new division, namely the current Information Technology Services Division and the current Healthcare Information Division. New policy will direct the centralization and leveraging of data assets and alignment of all data-related services to advance the OSHPD strategic goals and objectives. New policy aimed at innovation will also create an opportunity for OSHPD to transform how it manages data and technology, develops analytical insights, and presents information to the OSHPD Community, stakeholders, customers, and the public.