

New York State Department of Civil Service
Division of Classification & Compensation

Classification Standard

Occ. Code 6501430

Associate Attorney (Health Care Regulation), Grade 28

Brief Description of Class

Associate Attorney (Health Care Regulation) positions provide legal expertise on matters pertaining to health care regulation; participate in administrative enforcement hearings; and develop recommendations regarding health care legislative and regulatory amendments at the Department of Health (DOH).

Distinguishing Characteristics

Associate Attorney (Health Care Regulation): provides expert legal advice in the interpretation and application of laws, rules, and regulations concerning health care regulation; represents DOH in administrative hearings pertaining to health care regulations; supervises Senior Attorneys and other legal staff.

Illustrative Tasks

Serves as a legal expert in the interpretation and application of laws, rules, and regulations concerning health care services and drafts recommended changes regarding health care regulations.

Discusses proposed and new legislation with DOH personnel, legislators, and legal staff, and provides advice concerning legislation which affects health care regulation programs.

Convenes with program staff to discuss revisions or issues concerning health care regulation program standards and procedures, and reviews requests for legal action received from program staff to determine appropriateness.

Provides legal opinions on appropriate regulatory requirements and approaches for dealing with licensure programs for new types of program providers resulting from State legislative or federal initiatives.

Prepares for and represents DOH in administrative enforcement hearings, pursuant to Public Health Law, Social Services Law, and various provisions of State and federal health care regulations.

Negotiates settlements and works with program managers and staff to develop investigation and hearing strategies, and standard policies and procedures for citing and enforcing violations.

Monitors federal licensure, reimbursement, provider and related entity reporting requirements, and corporate law issues related to health care organizations.

Drafts and reviews documents for use in legal proceedings and to determine appropriate action.

Responds to requests from program staff for opinions and information concerning legal proceedings.

Works with the Attorney General's office in legal matters to ensure that DOH's opinions are expressed in legal proceedings.

Interprets, clarifies, and advises staff of the applicability of laws, rules, regulations, and court decisions related to current cases.

Supervises Senior Attorneys in a range of assignments from areas of clear-cut legal opinions to areas where legal precedent is unclear; provides litigation-specific training; and develops standard procedures for staff to follow.

Minimum Qualifications

Associate Attorney (Health Care Regulation)

Promotion: one year of permanent competitive service as a Senior Attorney.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

Date: 12/2020

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