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Personal and Confidential Specifications for Chief Financial Officer Trinity Hospital Twin City Dennison, Ohio

The Organization:

Trinity Hospital Twin City, a 25-bed, not-for-profit 501(c) 3, Catholic, Critical Access Hospital is located in Dennison, Ohio. Trinity Hospital Twin City was formed on May 9, 2011 when Twin City Hospital was purchased by Sylvania Franciscan Health of Sylvania, Ohio.

The predecessor hospital to Trinity Hospital Twin City, Twin City Hospital, declared bankruptcy in October, 2010 seeking reorganization under a Chapter 11 filing.

Sylvania Franciscan Health, formerly Franciscan Services Corporation, is the sponsored health and human services ministry of the Sisters of St. Francis of Sylvania Ohio. Established in 1984, Sylvania Franciscan Health's member organizations are located in Ohio, Texas and Kentucky and include six hospitals, seven long-term care facilities, four assisted living facilities, independent senior housing, a counseling center, and a long-term shelter for victims of domestic violence.

Trinity Hospital Twin City has a full-range of services including 24-hour emergency care, full-service laboratory, imaging/radiology, cardiopulmonary and surgery. The Hospital is equipped with the latest in digital state-of-the-art healthcare technology to meet patient needs. More than 210 caring and experienced hospital professionals are employed at Trinity Hospital Twin City.

The Area:

Dennison, Ohio

The confluence of coal and railroads drove the development of Dennison, Ohio. It is conveniently located at the midpoint between Pittsburgh and Columbus - 100 miles from each. At the time of the development, locomotives needed water every 100 miles, so Dennison was a natural refilling location. Also, the Dennison Coal Company had mines south of town.

In 1864, the Pittsburgh, Cincinnati & St. Louis Railway decided to locate the country's largest railroad shops and yards in Dennison. Dennison Land Company laid out the town in 1865. Demand for passenger service led to construction of a station in 1873. Thousands moved to the area for jobs in the roundhouses, turntables and foundries. At its peak, 3,000 people worked in the rail yards.

The village incorporated in 1873, and was named for Ohio governor William Dennison.

During World War I, the Red Cross operated a canteen from a boxcar in Dennison. Canteen volunteers prepared coffee and sandwiches for troops traveling through by train. During World War II, the Dennison Canteen operated initially in a gas station on Center and Fifth Street. It later moved to the depot restaurant and was dubbed "Dreamsville".

Passenger train service stopped in 1968. Freight trains still roll through, but they no longer stop in Dennison. The last freight train stop in Dennison was in 1982.

<http://www.city-data.com/city/Dennison-Ohio.html>

Tuscarawas County

New Philadelphia is the county seat of Tuscarawas County.

Tuscarawas County (2000 census 90,914) is located in East-Central Ohio. The area has many historic attractions and the industry base is diverse and interesting. The Chamber (www.tuschamber.com) has nearly six hundred businesses as members. The Chamber provides benefits and services relevant to business needs and works in cooperation with other economic development entities in Tuscarawas County to attract new industry.

Businesses range from tourism related shops to heavy equipment manufacturing.

Tuscarawas County (<http://web.tusco.net/tuscgen/TuscHistoryFinney.htm>) lives on with the same strengths displayed by early settlers. The cities of Dover and New Philadelphia and the communities of Dennison, Uhrichsville, Strasburg and Newcomerstown flourish with business and industry.

Communities like Goshen, Tuscarawas, Port Washington, Midvale, Stone Creek and Mineral City present picturesque, small town environments. Towns like Bolivar, built near the sites of the old Indian village of Tuscarawi and Fort Laurens, a fort of the Revolutionary War period, still thrive.

Although the mission settlement of Gnadenhutten is gone, the village of Gnadenhutten, plotted in 1824, still remains, preserving elements of the mission in a museum. Many of the original buildings of Zoar are fully restored and visitors are welcomed. The log buildings of Schoenbrunn are partially restored and preserved as a state park and memorial.

The area also has a sizeable Amish population, and provides another dimension to living in Tuscarawas County, specifically Sugarcreek. (<http://www.experience-ohio-amish-country.com/Tuscarawas-County.html>). Sugarcreek was originally settled by immigrants from Switzerland. It has a rich blend of Swiss culture and Amish heritage. With Swiss-style architecture, famous Swiss cheese and an annual Swiss Festival, Sugarcreek has become a top tourist destination in Ohio.

Job Summary:

The Chief Financial Officer directs, plans and organizes the financial operations of Trinity Hospital Twin City including the development, interpretation, coordination, and administration of the hospital's procedures and practices on finance, accounting, insurance, financial/accounting systems, internal controls, and auditing - all in concert with system-wide standards established by Sylvania Franciscan Health.

In addition, the position includes responsibility for the support functions of Hospital Compliance, Patient Accounts, Health Information Management, Materials Management, General Accounting, and Payroll.

The Chief Financial Officer is also responsible for numerous staff duties including, but not limited to: maintaining strong banking relationships, cash management, managed care contracts, capital acquisition and fixed assets management, strategic planning involvement, financial planning, and financial reporting.

Reporting to the President and as part of the Leadership Team, the Chief Financial Officer implements long-range goals, strategies, plans, and processes which will meet the healthcare needs of our service area.

Reports to:

- President, Trinity Hospital Twin City

Direct Reports:

- Controller
- Director of Information Technology
- Director of Materials Management
- Director of Telecommunications and Bio/Med
- Director of Health Information Management
- Manager of Plant Engineering

Education:

A Master's in Business Administration or in Healthcare Administration and a CPA are required. A Fellow of the Healthcare Financial Management Association is preferred.

Experience Overview:

- Ten-plus years in Health Care finance, growing in managerial responsibilities
- Five or so years in senior Financial Management
- Knowledgeable of health care finance, especially those associated with Critical Access Hospitals
- Experiences in community hospitals, comparable in size and nature to Trinity Hospital Twin City would be a decided plus
- Solid community hospital financial management skills and experiences, ideally having served as the Number One or Two person in Finance in a Critical Access Hospital
- A recognizable, relevant, well-defined career path within the financial function in community health care including general and patient accounting
- Developed long range goals, annual goals, objectives and programs associated with the Mission and strategic goals of a Critical Access Hospital
- A personality that fits into the community and our Senior Leadership Team
- Community health care experiences that includes a community (ies) comparable to Dennison
- Well versed in Medicare, Medicaid, managed care, and other third party payor and reimbursement issues
- Appropriate, contemporary, verifiable leadership experience
- Appreciative of the unique/special structural and relationship differences found in a Catholic health care organization as it pertains to Mission and Values
- Interact with all employees, physicians, and various external constituencies from the perspective of mutual respect
- Able to effectively plan, coordinate, and implement a wide range of programs and projects that impact various diverse constituencies in a multitude of ways
- A series of different financial and hospital experiences that connote flexibility as well as adaptability to various circumstances, challenges, and opportunities

Candidate Requirements: Specific Experience:

- Experience - solid community hospital financial management skills and experiences, ideally having served as the Number One or Two person in Finance in a Critical Access Hospital or one of comparable size
- Experience - actively having fostered Mission and Values in a Catholic health care organization is highly preferred.
- Experience - comfortable providing the financial planning and implementation support for all of the hospital's departments
- Experience - supervise the development and implementation of an annual budget for a community hospital, ideally a Critical Access Hospital
- Experience - Finance experiences, ideally with strengths, opportunities, and markets similar to Dennison
- Experience - Treasury, banking, and foundation management experiences consistent with a community hospital
- Experience - formulate long range goals, annual goals, objectives and programs associated with the Mission and strategic goals of the hospital, ideally having a Faith-based component to goal setting and programs
- Experience - maintain compliance with relevant regulatory and accrediting agencies
- Experience - simultaneously reduce costs and increase net reimbursement
- Experience - active involvement in professional organizations and activities
- Experience - participate in the strategic planning process
- Experience - represent the hospital and his/her professional affiliation(s) to various publics
- Experience - report to the Board and being part of a hospital's Senior Leadership Team
- Experience - leadership in moving a Critical Access Hospital or community health care organization forward with contemporary thinking and actions
- Experience - serve as a community leader and liaison with various community health and civic organizations

Candidate Requirements: Interpersonal Skills:

- Interpersonal Skills - set goals on a regular basis, is personally accountable for the accomplishment of his/her goals, communicate the importance of goal-setting and measurement, and hold others accountable for their goals
- Interpersonal Skills - able to clearly articulate the Trinity Hospital Twin City's Mission, Vision, Values and plans to managers, staff, and other constituencies as well as appreciate the special nature of system-wide Mission and Values established by Sylvania Franciscan Health
- Interpersonal Skills - successfully manage and motivate a community health care, ideally a Critical Access Hospital, financial organization or a portion of the financial organization
- Interpersonal Skills - understand complicated financial situations and know how to quickly and successfully deal with them
- Interpersonal Skills - a strong, natural communicator at all levels of the organization and to all audiences and constituencies
- Interpersonal Skills - possess a personality that fits into the Dennison community and our Senior Leadership Team
- Interpersonal Skills - someone the organization trusts and finds highly credible who always operates with integrity
- Interpersonal Skills - comfortable in various leadership roles in the community
- Interpersonal Skills - able to negotiate a variety of contracts
- Interpersonal Skills - a management style that fits well into Dennison, Trinity Hospital Twin City and Sylvania Franciscan Health

Candidate Requirements: Career Profile:

- Career Profile - a proven, sound understanding of the financial operations of a community hospital
- Career Profile - a range of community health care experiences, ideally in a Critical Access Hospital (s), and in a community (ies) comparable to Dennison
- Career Profile - value and promote strong relationships and communications to the various constituencies that the financial function supports and with which it interacts, ideally within a stand-alone hospital context and within a system context
- Career Profile - successfully negotiate contracts with third party payors, vendors and others while protecting the integrity of the hospital
- Career Profile - able to articulate the advantages and limitations of a Critical Access Hospital or similar sized community hospital, plus able to get the most out of available resources
- Career Profile - understand the unique/special structural and relationship differences found in a Critical Access Hospital
- Career Profile - familiar with the kinds of construction/remodeling projects typically associated with a community hospital
- Career Profile - interact with physicians and employees from the perspectives of mutual respect and trust

Characteristics/Background Qualities:

- Effective oral and written communicator
- Aware and sensitive to patient's/other's rights
- Interact successfully with peers, staff, patients/families, visitors, Physicians, and the Board
- A concise, accurate, and helpful communicator - within the hospital and the community - to a variety of audiences and constituencies
- Has strong interpersonal and Team Leadership skills
- Has and demonstrates strong values, integrity, ethics, and responsible behavior
- Follows up on all open issues - someone on whom people can always count
- An effective motivator
- Provides a positive, professional image
- Participates in continuing education, formal and informal, and in appropriate professional organizations
- Demonstrates initiative
- Provides and receives constructive feedback.
- Pro-active in communicating with and recognizing staff for exceptional actions

Compensation:

An attractive package consisting of base salary and other, appropriate benefits.

Contact:

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