

THSA



TEXAS HEALTH SERVICES AUTHORITY

TITLE	Chief Executive Officer
ORGANIZATION	Texas Health Services Authority
LOCATION	Austin, Texas

I. ORGANIZATION BACKGROUND

The Texas Health Services Authority (THSA), which the Texas Legislature created in 2007 through House Bill 1066, is a public-private partnership, legally structured as a nonprofit corporation, to promote and coordinate the development of electronic health information exchange in Texas. A 12-member Board of Directors appointed by the Governor of Texas governs the THSA.

II. PURPOSE OF THE POSITION

The Chief Executive Officer (CEO) shall serve at the pleasure of the Board of Directors of the THSA. The CEO shall be the chief administrator of the THSA, responsible for management functions under the direction of the Board of Directors. He or she shall employ, and may terminate, members of the staff necessary to carry on the mission and goals of the THSA, shall fix their compensation within the approved budget subject to the direction and approval of the Board of Directors, and supervise them in the conduct of their duties.

III. QUALIFICATIONS

- An undergraduate degree is required. Master's degree or other professional degree from an accredited university is preferred.
- Skills and expertise required to obtain maximum utilization of resources. Should include progressive successful experience in management/supervisory positions in a health care field or health care-related profession with demonstrated leadership ability in development of management/staff, working with state leadership offices, stakeholder groups, agencies, and legislative offices. Knowledge and experience in budget preparation and execution, financial management, strategic planning and communications.
- Demonstrates specialized knowledge of health information exchange activities in Texas and the United States.
- Skilled in effective oral and written communications.

IV. KEY RESPONSIBILITIES AND FUNCTIONS

The CEO will have a broad set of responsibilities, including:

- Developing and implementing strategies to further the THSA's mission and goals;
- Overseeing a state-level health information exchange governance process involving a variety of stakeholders to promote and coordinate the development of a seamless electronic health information infrastructure to improve the quality, safety, and efficiency of the Texas health care sector;
- Managing and overseeing the day-to-day decisions related to the operation and maintenance of the THSA, including state-level health information exchange services offered by the THSA;
- Monitoring and keeping the Board of Directors informed about state and national trends in health information technology and health information exchange, including implications to the state;
- Maintaining effective working relationships with the Governor's office and other leadership offices, state legislative members and staff, and other relevant state and federal governmental health-related entities;
- Ensuring that decisions vital to the mission and goals of THSA are reached on a timely basis and in a manner that enables the Board of Directors to maintain a consistent and unified approach in pursuit of its objectives;
- Assuring that all funds, legal records, physical assets and other property and management controls are properly instituted and safeguarded;
- Executing such contracts and commitments as may be authorized by established policies of the Board of Directors;
- Developing and executing plans to generate revenue and raise funds from government, private, and philanthropic sources;
- Serving as the THSA's chief spokesperson with external organizations and the media, including speeches and presentations at major meetings and conferences; and
- Recruiting and managing professional staff and an administrative assistant.

V. CONDITIONS OF EMPLOYMENT

- Serves at the discretion of Board of Directors.
- Subject to annual evaluation.
- Available for considerable travel.