

Washington State Department of Personnel
Class Specification

BASIC HEALTH PLAN REPRESENTATIVE

166E

Abolished 2/10/2012, effective May 11, 2012

Definition:

In the Health Care Authority (HCA), serves as a Basic Health Plan (BHP) representative for a major region(s) of the state. Develops, implements, and evaluates member recruitment and retention projects in region(s) to promote the Basic Health Plan of Washington. Develops strategies, policies and procedures to determine best method to reach target audience. Develops and conducts initial and ongoing training and assessment of application assistance centers within region(s). Conducts seminars and training sessions regarding health plans and procedures to public and private representatives.

Legal Requirement(s):

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.

Desirable Qualifications:

One year as a Benefits Marketing Representative in the Health Care Authority.

OR

Three years as a Benefits Specialist 2 in the Health Care Authority.

OR

A Bachelor's degree and three years of professional experience processing insurance claims, performing policy service work or marketing in the health insurance industry or serving as a health-related program manager in a community based setting.

Additional qualifying experience will substitute, year for year, for the education.

Class Specification History:

New class: 10-11-96

New class code: (formerly 19294) effective July 1, 2007

Abolished; adopted 2/9/2012, effective 2/10/2012.