

**DC Office of the Inspector General (OIG)  
Attorney Advisor, Medicaid Fraud Control Unit  
ES-905-08**

**INTRODUCTION**

The mission of the Office of the Inspector General (OIG) is to promote economy, efficiency, and effectiveness in the programs and operations of the District of Columbia government. In carrying out its mission, the OIG, among other things, strives to detect, investigate, and deter mismanagement, fraud, waste, and abuse in the District government by means of audits, inspections, and investigations. Because any government will not be any more responsible or effective in performing its duties than those who participate in that government either directly or indirectly, the OIG relies heavily on the vigilance, assistance and involvement of all, including District government employees, private citizens, and the press and media in carrying out its mission

The D.C. Office of the Inspector General (OIG), Medicaid Fraud Control Unit (MFCU) is seeking candidates for an attorney advisor position. The incumbent will have primary responsibility for a large caseload of health care fraud and abuse and neglect cases.

**MAJOR DUTIES**

The successful candidate will be responsible for leading teams of investigators and auditors in fraud investigations involving providers in the D.C. Medicaid system, and in matters of abuse and neglect, sexual assault, and theft involving vulnerable citizens. The attorney will interact with federal, state and local government partners in the course of investigating and prosecuting cases and will need to analyze and summarize findings related to claims submitted to the D.C. Medicaid program. The attorney will co-prosecute criminal and civil matters with the United States Attorney's Office for the District of Columbia.

The successful candidate must be organized, flexible, detail-oriented, capable of operating independently with minimal supervision, and interested in acquiring new skills to assume greater responsibilities.

The successful candidate must be able to prepare and edit all written work that is free of technical errors and properly formatted; prepare all written work in accordance with deadlines set by supervisors and colleagues; have a demonstrated ability to organize and manage a large caseload at least partially comprised of complex criminal matters; and have a demonstrated ability to independently make strategic decisions regarding case development and/or resolution.

Possess strong analytical skills' the ability to exercise sound judgement.

Performs other related duties as assigned.

**RANKING FACTORS**

- 1- Thorough knowledge of District of Columbia and federal laws, Federal Rules of Criminal Procedure, the Rules of Evidence, Rules of Civil Procedure, the District of Columbia False Claim Act, the laws governing search and seizure, and the laws, policies, regulations, and policy transmittals applicable to the operation of Medicaid Fraud Control Units.
- 2- Thorough knowledge of generally accepted investigative techniques, including but not limited to the use of administrative subpoenas, interviews, grand jury subpoenas, surveillance, cell phone record preservation requests, consensual telephone and non-telephone monitoring, wiretaps, pen registers, mail covers, undercover operations, confidential informants and witnesses, document examination, review of financial records, claims data analysis, search warrants, arrest warrants, and indictments.

- 3- Demonstrated ability and legal experience handling the pre-trial, trial, and/or post-trial stages of white collar crime litigation and/or complex financial civil actions.
- 4- Experience in qualitative and quantitative analytic methods and techniques to analyze data, and to identify and isolate controlling legal issues from complex factual situations.
- 5- Experience reviewing and analyzing complex financial transactions, Medicaid claims data, patient records, memoranda of interviews, and other relevant documents to determine if criminal or civil prosecution can be sustained on the evidence, and supervising the collection of information necessary for the conduct of litigation.

#### **OTHER SIGNIFICANT FACTS**

Must possess law degree and must either be a member of or eligible for waiver into the District of Columbia Bar.

The successful candidate should also have excellent legal research and writing skills, including at least three (3) years of criminal trial experience.

This position is an Excepted Service Appointment. OIG employees serving in Excepted Service positions serve at the pleasure of the Inspector General

Domicile Requirement- Excepted Service appointees must either be a District resident at the time of their appointment or become a District resident within 180 days of their appointment date.

Candidates for the position will be subject to a background check and substance abuse testing.

Interested individuals should remit a cover letter (which specifically addresses the applicant's experience in those areas listed in the qualification criteria), resume, writing sample (not to exceed 10 pages) and a copy of your most recent performance evaluation.

**Salary Range for the Position:** ES-8, \$90,041 - \$135,061

Interested individuals should remit a cover letter, a resume, ranking factor responses and salary history to:

D.C. Office of the Inspector General  
717 14<sup>th</sup> Street, NW, 5<sup>th</sup> Floor  
Washington, DC 20005  
Or by email: ( [recurit.oig@dc.gov](mailto:recurit.oig@dc.gov) )

**ONLY INDIVIDUALS WHO MEET MINIMUM QUALIFICATIONS WILL BE CONTACTED.**

The District of Columbia is an equal opportunity employer.

In accordance with the DC Human Rights Act of 1977, as amended, DC Official Code § 2-1401.01