

Position Announcement

Job Title: Health Law Attorney

FLSA Classification: Exempt

Reports To: Practice Group Director, Deputy Director of Litigation, and Executive Director

Supervises: As Assigned

Inland Counties Legal Services is seeking a Staff Attorney to join our Health Law Team. Inland Counties Legal Services, Inc. is a nonprofit organization providing legal services to low-income persons residing in Riverside and San Bernardino Counties. ICLS targets services to seniors and those in the greatest social and economic need. Legal services are provided by attorneys, or paralegals under the direct supervision of an attorney. Levels of service include advice and counsel, limited action (includes negotiations and preparation of legal documents), as well as direct representation before administrative law and civil courts. ICLS provides legal assistance in eight practice groups: Outreach, Consumer, Housing, Family Law, Immigration, Systemic and Impact, Health Law, and Public Benefits. Visit our website at www.inlandlegal.org for more information.

Overview of Position

Under the direct supervision of the Practice Group Director, the Health Law Staff Attorney assists in providing comprehensive legal services, advocacy, and representation to clients; which includes helping clients obtain essential health care benefits and eligibility for programs like Medi-Cal, Covered CA, Medicare, In-Home Supportive Services, and managed care plans. Additionally, the staff attorney will provide educational presentations and outreach throughout Riverside and San Bernardino Counties.

Specific Duties and Responsibilities

- Develop broad legal expertise in health care eligibility and health access
- Engage in a legal advice hotline staffed by attorneys and non-attorney advocates
- Interview and counsel clients in-person and remotely
- Conduct research, develop legal arguments, provide direct assistance to clients with urgent health care needs under high-stress situations
- Drafting and filing briefs and complaints, as well as engage in mediation and negotiation to satisfactorily resolve clients' legal issues
- Develop and maintains good working relationships with a variety of health care providers and government and social service agencies
- Assist and/or represent clients during the application and appeal process for Medi-Cal, Covered CA, Medicare, and In-Home Supportive Services for eligibility and access to services through managed care plan models
- Resolve billing disputes with health care providers, health plans, and collection agencies
- Provide substantive health care and ICLS services presentations for community partners and the public including regularly participate in clinics/workshops and community outreach projects.
- Manage high-volume case load with variety of deadlines and effectively evaluate their urgency
- Work effectively as part of a team that includes attorneys, paralegals,

support staff, volunteers, and students

Desired Education and Experience

- Degree from law school and active member of the California Bar in good standing
- Ability to understand the objectives of poverty law
- Experience desired in regulatory and statutory interpretation
- Humility in working with colleagues and clients across the spectrum of diversity, including race, ethnicity, gender identity, sexual orientation, socio-economic status, immigrant status, religious identity, physical and mental disabilities, and/or limited English proficiency
- Prior work experience, paid or volunteer, in legal service office serving low-income clients is considered and asset for employment.
- Entry level attorney (0-3 years' experience) who is highly motivated and passionate about public service work, with sensitivity to those in crisis.
- Self-motivated, takes initiative, ability to learn quickly
- Background in substantive legal areas impacting impoverished communities and experience working with low-income organizations and client groups preferred.
- Language: ability to read, write, and communicate in English with Spanish being a plus

Compensation and Benefits

\$67,000 to \$80,000 per year DOE. Generous benefits package includes Medical, Dental, Vision, Disability, Life Insurance, and 401K retirement plan contribution. Fourteen (14) paid holidays, generous vacation and sick leave policy, a School Loan Reimbursement Assistance Program (LRAP), and a cell phone stipend.

How to Apply

Submit a resume and cover letter to HRManager@icls.org

Inland Counties Legal Services Is an Equal
Opportunity Employer
Women, Minorities, and Persons with
Disabilities are Encouraged to Apply