

# Associate Counsel

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## About the Office

The Office of Inspector General (OIG) supports the mission of the Department of Health & Human Services (HHS) in protecting the health of Americans and providing essential human services. The OIG is comprised of dedicated professionals promoting the economy, efficiency, and effectiveness of HHS programs such as Medicare, Medicaid and Head Start. The integrity of these programs is evaluated for success, and any fraud, waste or abuse is addressed by OIG. OIG has about 1,600 employees, including about 500 law enforcement officers, throughout the U.S. The Office of Counsel to the Inspector General (OCIG), with more than 75 attorneys and staff, provides all legal services for OIG. The office is divided into three branches: Administrative and Civil Remedies, Advice, and Industry Guidance.

The Administrative and Civil Remedies Branch (ACRB) represents the OIG in all administrative and civil fraud enforcement actions, monitors the compliance of providers under integrity agreements, and defends the Inspector General in administrative appeals of exclusions. ACRB initiates and litigates actions seeking civil monetary penalties and the exclusion of health care providers from participating in federal health care programs because of fraudulent or abusive conduct. In addition, ACRB attorneys work with the Department of Justice to develop and pursue False Claims Act cases against healthcare providers that defraud the Government. In appropriate cases, ACRB attorneys negotiate and monitor Corporate Integrity Agreements that impose integrity obligations on providers alleged to have engaged in fraudulent conduct. The Advice Branch handles a wide range of topics, including the IG Act, employment issues, internal inquiries, ethics, privacy, contracts, constitutional tort claims, subpoenas, law enforcement questions, and legal reviews of audits, evaluations and other written products created by other OIG components. The Industry Guidance Branch prepares advisory opinions, regulations, and guidance documents that address health care transactions and arrangements under OIG authorities.

## Job Description

OIG is seeking one or more attorneys to serve in OCIG beginning Fall 2016 or earlier. This is an excepted service position. The duties of the position may include representing OIG in administrative and civil fraud enforcement actions, monitoring compliance of providers under integrity agreements, defending the Inspector General in administrative appeals of exclusions, providing legal review of audits, evaluations and other written products created by OIG components, and providing legal advice on a wide variety of HHS programs including Medicare and Medicaid to OIG components within agreed upon deadlines. OCIG attorneys also perform other duties as assigned.

## Qualifications

Applicants must be U.S. citizens.

Applicants must meet both of the following basic requirements in order to be considered eligible for this position:

- Graduate from a law school accredited by the American Bar Association by May 2016 or earlier (Note: You must submit copies of your transcripts to verify that you meet this requirement).
- You must be or expect to be a current member in good standing of a state territory of the United States, District of Columbia, or Commonwealth of Puerto Rico bar association by November 2016 or earlier (Note: You must submit documentation demonstrating that you meet this requirement).

## Salary

GS-11: \$63,722 - \$82,840

GS-12: \$76,378-\$99,296

This position is being advertised at the GS-11 and GS-12 level. All attorney positions within OCIG have promotional potential to the GS 15 level.

## Travel

Occasional travel to OIG regional and field offices and to represent OIG will be required.

## Location/Relocation expenses

This position is located in Washington, DC. Relocation expenses will not be paid.

## Application Process

Interested candidates should send a resume, cover letter, writing sample, law school transcripts and proof of Bar Admission (if applicable) to [OCIG.Resumes@oig.hhs.gov](mailto:OCIG.Resumes@oig.hhs.gov). Please reference the announcement number, OCIG Announcement #1A, in your email.

## Application Deadline

This announcement will be open until 11:59 p.m. eastern standard time on Monday January 11, 2016. Applications must be submitted by that time in order to be considered.

## OIG Employment Policies

For male applicants born after December 31, 1959, the applicant must have registered with Selective Service.

The applicant must submit to and pass a background investigation.

OIG is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination based on color, race, religion, national origin, politics, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any non-merit factor. OIG welcomes and encourages applications from persons with disabilities. OIG is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, OIG considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must indicate their preference in their cover letter or resume and they must submit supporting documentation (e.g., DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) which verifies their eligibility for preference. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [http://www.opm.gov/forms/pdf\\_fill/sf15.pdf](http://www.opm.gov/forms/pdf_fill/sf15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s)). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of non-service-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).