



An Affiliate of **MERCYONE**SM

Chief Financial Officer

Leadership Profile

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The WittKieffer logo is displayed in a white, italicized, sans-serif font against a dark teal background. The logo is positioned in the bottom left corner of a large dark teal rectangular area that occupies the lower half of the page. A decorative graphic of thin, light blue lines forms a series of overlapping, curved shapes that flow from the left side of the page into the teal area, creating a sense of movement and depth.

WittKieffer

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The Opportunity

Knoxville Hospital & Clinics, in Knoxville, IA seeks an innovative and mission-driven financial executive to serve as its next Chief Financial Officer (CFO). This is a unique opportunity to lead the finance functions at an award-winning, 25-bed Critical Access Hospital.

As a key member of the executive leadership team, the CFO directs financial planning, budgeting, revenue cycle management, and regulatory compliance, fostering a culture of transparency and accountability. Reporting to the CEO, the CFO will play a crucial leadership role within the finance team, ensuring accurate and timely financial reporting. They are responsible for developing and implementing fiscal policies and procedures for the organization, exemplifying excellence, and promoting effective communication and adaptability within the team.

With \$52 million in net revenues and excellent cash-on-hand metrics, KHC is poised for growth, and additional service lines are being evaluated. In fact, plans are in progress for a new radiation facility as part of a joint venture with another facility as well as a number of clinic remodeling projects and other construction endeavors. Though affiliated with MercyOne, KHC operates independently with the Board of Trustees controlling operations.

Organization Overview

Knoxville Hospital & Clinics (KHC) is a non-profit community hospital serving families throughout south central Iowa and beyond for more than 80 years. Located less than 40 miles southeast of Des Moines, KHC is a 25-bed critical access hospital that offers comprehensive medical services, acute care, family practice clinics, emergency services, a state-of-the-art surgical center, hospital, and access to visiting specialists.

Named a “Top 100 Critical Access Hospital” and Voted as Best of Red Rock Area’s “Best Place to Work” and “Best Hospitality”, KHC is home to approximately 220 FTEs including a high caliber team of medical professionals, staff, and specialists providing personal, compassionate and innovative quality health care to patients. KHC boasts net revenues of \$52,000,000 and very strong financials.

KHC was also recently awarded a prestigious 5-star rating by the National Rural Rating System (NRRS), a program recognizing dedication and excellence in rural health care, as well as being named to the National Rural Honor Roll. This esteemed designation is a testament to the dedication of the KHC providers and staff who provide high-quality care and exceptional patient experiences. The NRRS evaluates hospitals based on rigorous standards, including patient satisfaction, quality of care, and overall hospital performance.

Knoxville Hospital and Clinics is a MercyOne affiliate, which allows KHC to partner with MercyOne-Des Moines through a management and Critical Access Hospital agreement. The Board of Trustees maintains complete control of the operation.

Mission

Faithfully providing exceptional health care

Vision

Your health care destination, built upon compassion and innovation

Services Offered

Services offered include:

- Allergy Services
- Anesthesia
- Cancer Program
- Cardiology (and Rehab)
- Dermatology
- Diabetes Center & Support Group Registration
- Ears, Nose & Throat (Otolaryngology)
- Electromyography (EMG)
- Emergency Medical Services
- Family Medicine
- General Surgery
- Imaging Services
- Infection Prevention
- Inpatient Hospital Care
- Laboratory
- Nuclear Medicine
- Nutrition Services and Cafe
- Occupational Therapy
- Ophthalmology-Cataract Surgery
- Orthopaedics/Orthopaedic Surgery
- Pain Management
- Physical Therapy
- Podiatry
- Preventive Care (low or no-cost care)
- Pulmonology (and Rehab)
- Respiratory Therapy
- Rheumatology
- Skilled Nursing and Short-term Rehabilitation
- Sleep Disorders Program
- Speech-Language Therapy
- Sports Medicine Program
- Urgent Care
- Urology
- Vascular Services
- Well-child visits & sports physicals

Clinics and Partnerships

KHC offers four clinic locations to meet the needs of the community: the Knoxville Clinic, the Red Rock Healthcare location in Pella, the Pleasantville Clinic and the Weiler Foundation Specialty clinics in Knoxville. These locations allow for accessible and exceptional care for all KHC patients.

KHC is also working on a joint venture with Pella Regional Health to construct a state-of-the-art radiation treatment facility and program. This multi-year initiative to develop a radiation therapy cancer program in Marion County will complement the existing medical oncology services provided by both hospitals in partnership with Mission Cancer + Blood.

Foundation

Knoxville Hospital & Clinics (KHC) is dedicated to providing exceptional health care services to patients and their families; and serving as a health care destination for individuals seeking specialized care and access to outstanding medical teams and advanced technologies. KHC is a vital regional health care resource, serving patients throughout Marion county, south central Iowa, northern Missouri, and beyond.

It's the Knoxville Hospital & Clinics Foundation's mission to secure philanthropic support from individuals, businesses, and organizations for the advancement of exceptional health care at KHC through advocacy, fundraising, and stewardship of contributions.

Position Summary

The Chief Financial Officer (CFO) oversees the overall financial strategy and management of KHC ensuring financial sustainability while staying true to the hospital's mission of delivering high-quality healthcare services to the community. As a member of the executive leadership team, the CFO will direct financial planning, budgeting, revenue cycle management, and regulatory compliance, fostering a culture of transparency and accountability.

The CFO plays a pivotal leadership role within the finance team, ensuring accurate and timely financial reporting. They are also tasked with crafting and enforcing fiscal policies and procedures for the organization, serving as a model of excellence and fostering effective communication and adaptability within the team. The CFO will have extensive experience with CAH cost-based reimbursement and cost reporting.

Reporting Relationships

Reporting to the CEO, the CFO will oversee the following Direct Reports:

- Director of Revenue Cycle
- Director of Quality, Risk and Compliance
- Foundation
- Director of Supply Chain Management
- Director of Fiscal Services
- Director of IT

Responsibilities

The successful Chief Financial Officer candidate will:

- Oversee cost-based reimbursement and cost reporting.
- Develop and implement long-term and short-term financial planning that promotes KHC's purpose, culture and goals.
- Offer financial insights to the CEO and Board of Directors to aid in decision-making and strategic planning.
- Lead risk management initiatives and oversee internal controls and governance frameworks.
- Prepare short and long-term financial plans and budgets ensuring alignment with hospital and department needs. Work with management to assist in cost analysis, service line analysis and other financial needs.
- Perform financial forecasting, scenario modeling, and profitability analysis to guide executive decision-making.
- Track and create reports on key financial metrics (e.g., margins, liquidity, operating cash flow).
- Oversee revenue cycle operations, including billing, collections, coding, and reimbursement processes. Maximize revenue capture while ensuring compliance with Medicare, Medicaid, and private payer policies.
- Develop strategies to enhance reimbursement rates and reduce payment denials.

- Ensure accurate financial reporting to all stakeholders including the CEO, Board of Directors, regulatory agencies and auditors.
- Oversee and maintains internal accounting controls and other business office systems and procedures. Lead the preparation of financial statements in compliance with Generally Accepted Accounting Principles (GAAP) and healthcare-specific accounting standards.
- Ensure compliance with federal, state, and local financial regulations, including tax filings, cost reports, and grant compliance. Make sure that accurate and timely information is provided for external audits, regulatory audits, examinations and related financial projects.
- Monitor and oversee operational costs while adhering to KHC's mission of delivering exceptional patient care. Manage treasury and cash position to maximize investments.
- Implement cost-savings initiatives and other programs to enhance fiscal performance.
- Manage the capital budget and procurement of major equipment and facility upgrades. Oversee debt management and capital funding strategies to support hospital initiatives.
- Work with clinical leaders to balance patient care initiatives with financial constraints.
- Represent the hospital in the community and work with government leaders and stakeholders on financial issues, fundraising efforts and grant applications.

Goals and Objectives

The following goals and objectives have been identified as priorities for this position:

- Gain the confidence and trust of the senior leadership team within KHC. Gain a solid understanding of the culture and operational strategies of the organization.
- Set a tone of leadership that is collaborative in nature and focuses on analytical decision making and emphasizes individual and collective accountability for the financial integrity and strength of the organization.
- Learn the current budget process within KHC. Evaluate current practices and institute improvements to ensure that the process is as accurate as possible, involves as much input from the departmental level as possible, and is as efficient as possible.
- Analyze and determine how the hospitals capital resources are best utilized for the advancement of the organization. Determine best practices while working collaboratively with the CEO and board on implementation of those specific projects and initiatives.
- Develop positive, professional relationships and earn the reputation as a credible and respected member of the peer management team within KHC.
- Review, implement, and redesign, if necessary, procedures and systems that are needed to maintain a highly efficient department.
- Develop a vision for the organization that ensures continued success and viability for the future.
- Ensure that the mission and values of the organization are well articulated and supported.

Candidate Qualifications

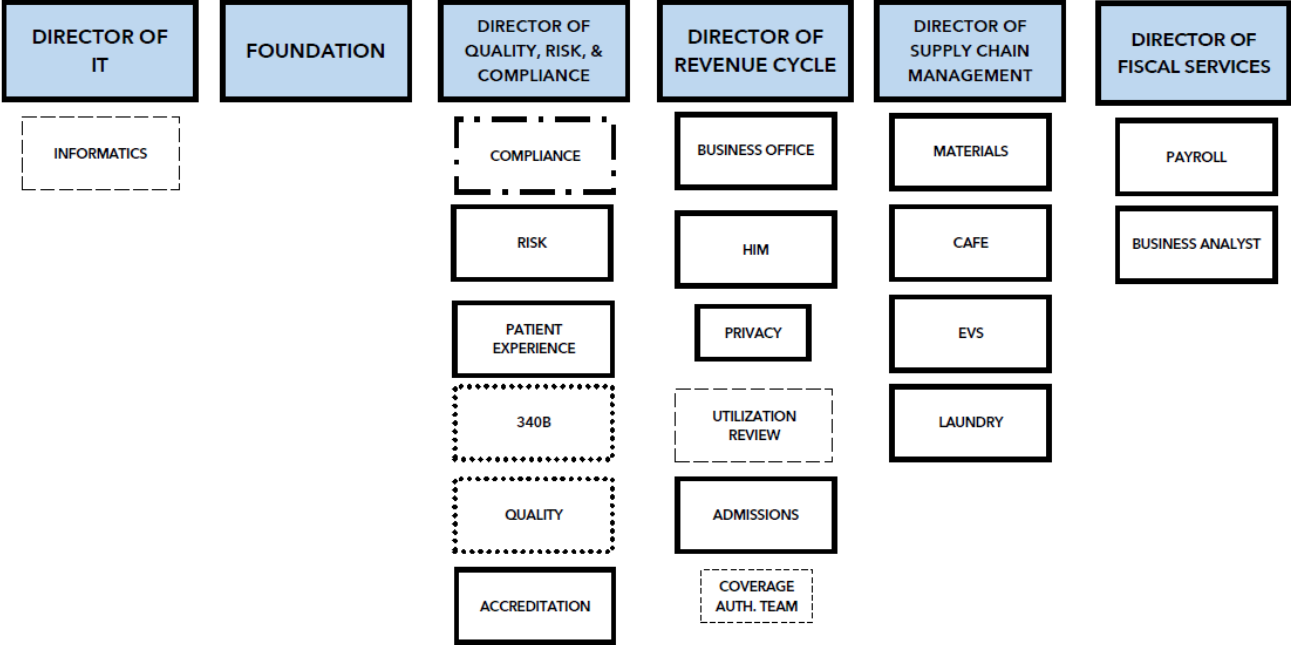
Education/Certification

- Bachelor's degree from an accredited institution in business or accounting. CPA or MBA preferred.

Knowledge and Experience

- Proven analytical and problem-solving abilities.
- Experience with Critical Access Hospital reimbursement and a complete understanding of Medicare Cost Reports.
- Strong written and verbal communication skills.
- Ability to manage and complete multiple projects and demands within tight time frames.
- Demonstrated ability to independently establish priorities, delegate tasks, and establish accountability with direct reports.
- Senior leadership experience (CFO or other senior leadership role) in a health care organization with exemplary quality, growth and sustained financial strength.
- Proven success in developing business strategy, critical decision making and leading business operations.
- Strong organizational and interpersonal skills.
- Ability to effectively build relationships, alliances, and partnerships with key internal and external stakeholders.
- Experience with analyzing complex financial problems, formulating optional approaches to problem-solving, providing advice in an effective manner and recommending an appropriate course of action.

CHIEF FINANCIAL OFFICER



- = Shared oversight
- = Reports to CNO for nursing functions
- . . . - = Reports to Board of Directors

The Community

Knoxville, IA

Knoxville is located in south-central Iowa, some 25 miles southeast of Des Moines and was founded in 1845. A half-day drive to Minneapolis and St. Louis, Knoxville has a population close to 8,000 and is home to the National Sprint Car Hall of Fame & Museum and the Knoxville Raceway dirt track.

The community offers excellent schools from preschool to Community College. The Knoxville Community School District (<https://www.knoxville.k12.ia.us>) offers 4 excellent schools with plans for a new elementary school in progress.

The City of Knoxville is located less than 4 miles from [Lake Red Rock](#), the largest lake in the State of Iowa. Lake Red Rock is a major recreation destination for walking and biking trails, hiking, fishing, swimming, kayaking and hunting. Lake Red Rock is surrounded by state parks which include campsites, interpretive programs and access to a paved 13-mile hiking/biking trail.



In the springtime, race fans flock to Knoxville to see the best sprint car racing in the world. With a go cart version for the public, movies at the classic theater and live music at the performing arts center, there is always something happening in Knoxville. The Knoxville area Community Theater is a great place to catch a play or musical and the Knoxville Recreation Center offers plenty of healthy activities for all.

With two wineries and a brewing company, Knoxville has something for everyone. The Bessie Spaur Butterfly Garden, Elk rock Park and Auld Park are among the many outdoor recreational attractions for those looking to get out in nature.

For additional information on Knoxville, IA:

<https://www.knoxvilleia.gov/>

<https://www.knoxvilleiachamber.com/>

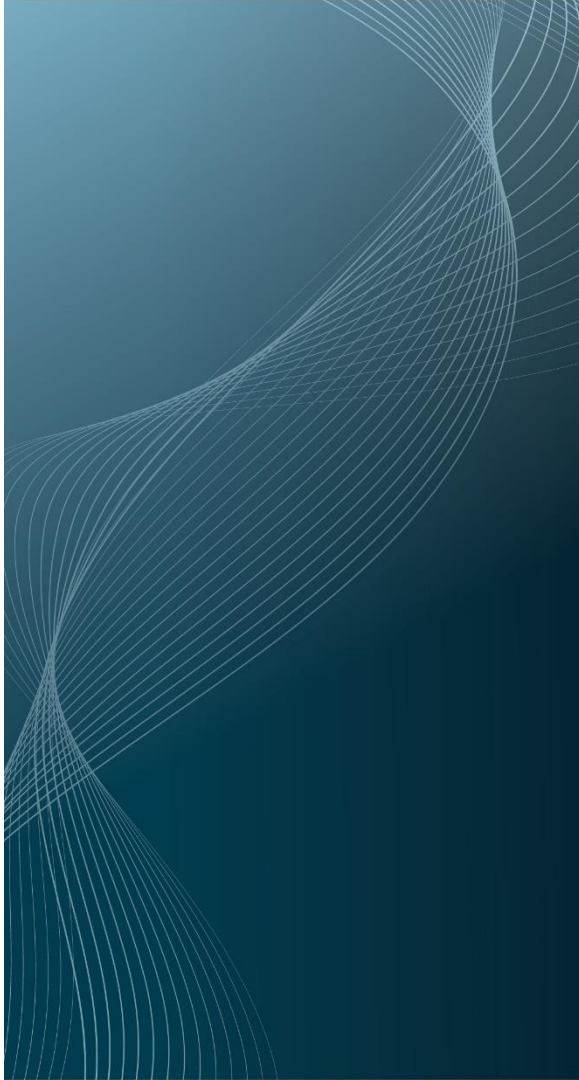
Procedure for Candidacy

Please direct all nominations and applications to Michael Raddatz or Courtney MacKinnon through the WittKieffer Candidate Portal by using the [WittKieffer Candidate Portal](#). Candidates can also find this portal via the WittKieffer website at www.wittkieffer.com and selecting the "Become a Candidate" button. Inquiries and applications can also be directed to Courtney MacKinnon at courtneym@wittkieffer.com.

Knoxville Hospital & Clinics values diversity and is committed to equal opportunity for all persons regardless of age, color, disability, ethnicity, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or any other status protected by law.

The material presented in this leadership profile should be relied on for informational purposes only. This material has been copied, compiled, or quoted in part from Knoxville Hospital & Clinics documents and personal interviews and is believed to be reliable. While every effort has been made to ensure the accuracy of this information, the original source documents and factual situations govern.

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