ST. ROSE HOSPITAL
Job Description

JOB TITLE ................................ CASE MANAGEMENT-RN (203)
DEPARTMENT .................. CASE MANAGEMENT/SOCIAL SERVICES
JOB CLASSIFICATION .......... EXEMPT

RELATIONSHIPS
Reports to .............................. MANAGER, CASE MANAGEMENT/SOCIAL SERVICES
Works with .............................. ALL NURSING AND ANCILLARY DEPARTMENTS
......................................... EXTERNAL AGENCIES AND VENDORS

POSITION SUMMARY
Under general supervision is responsible for assisting in carrying out the hospital’s Case Management Plan. Educates staff regarding effective allocation of the hospital’s resources while encouraging provision of high quality patient care. Is cognizant of regulations and policies of all review organizations relating to billing of the fiscal intermediaries coordinates, monitors and evaluates options and services to meet an individual’s health needs. Provides a full range of case management services in collaboration, and communication with other staff members. Assesses, plans, implements, coordinates, monitors, and evaluates options to facilitate the continuum of care.

ESSENTIAL DUTIES

Manage in a case management system using ongoing interaction with patients, physicians, and other health providers to meet designated clinical, operational, and financial outcomes for aggregate patient populations.

Assist physicians, patients, families, staff and payors in providing care for patient populations that is appropriate, effective, and cost efficient.

Attend and actively participate in all departmental and interdepartmental meeting relative to Case Management/ Social functions.
Collaborates with payors and review organizations to ensure proper utilization of patient care resources.

Documents clearly and concisely all contacts and information of the patient’s case management process on the appropriate chart forms.

Educates physicians and staff regarding appropriate level of care/utilization issues.

EDUCATION

Graduate of an accredited School of Nursing required.

PROFESSIONAL RESPONSIBILITIES

Maintains current knowledge of Case Management/Social Services, discharge planning, and nursing issues through continuing education.

Suggests and introduces new methods and techniques.

Participates in professional activities in order to continue their professional development and contribute to that of the profession.

QUALIFICATIONS

*License/Certification
Current RN license required.
Current BCLS required. due at time of hire.
*Proof of all required License(s) and Certification(s)

EDUCATION

** Proof of all required educational levels due at time of hire

REQUIREMENTS

Professional Certification in accordance with Case Management requirements.
Bi-lingual English/Spanish preferred

EXPERIENCE

Minimum of five (5) years acute hospital nursing experience and three (3) to five (5) years acute hospital Case Management experience required.

SKILLS

Ability to work with diverse patient and staff populations with knowledge and sensitivity to cultural and spiritual influences impacting on patient care

Exhibit a positive attitude
Ability to document Case Management plans in a clear and concise manner
Knowledge of state and federal programs that provide medical care and financial support to individuals and community resources.
Ability to work independently, with little direction
Knowledge of the Continuum of Care and Utilization processes
Perform other job related duties as assigned by the Manager of Case Management/Social Services