



## EMPLOYMENT OPPORTUNITIES

**Employment Opportunities:** Employees interested in any of the positions listed below should contact Human Resources. Request for Transfer forms are available in the Human Resource office. Interested employees will be given preference until the deadline for transfer requests.

### **Patient Care Coordinator**

**Shift:** Days

**Hours:** 40 Hours week

### **GENERAL DUTIES:**

Responsible for the provision of case management services which primarily involves discharge planning and coordination of healthcare services across the continuum. Optimizes clinical and financial outcomes in the delivery of patient care.

### **Essential Functions / Major Responsibilities:**

- Manages individual patients across the health care continuum to achieve optimal clinical, financial, operational, and satisfaction outcomes.
- Acts in a leadership function to collaboratively develop and manage the interdisciplinary patient discharge plan; effectively communicates the plan across the continuum of care.
- Coordinates healthcare services across the continuum. Identifies issues that may delay patient discharge and facilitates resolution of these issues.
- Serves as a patient and family advocate; empowers patients and family members to be active participants in their care and assists them in navigating the healthcare system.
- Evaluates the medical necessity and appropriateness of care utilizing standard criteria. Collects and communicates pertinent information to payors and others to meet utilization goals. Assists with recovering denials of payment.
- Establishes and promotes collaborative relationships with physicians, payers, and other members of the health care team.

### **EDUCATION AND TRAINING:**

- Current AZ RN license (required).
- Basic computer skills (required).
- BLS/CPR certification (required)
- Two years nursing experience (required), acute care experience preferred