

POSITION DESCRIPTION SUMMARY

Job Title:	Patient Care Coordinator - Registered Nurse	Department Name:	Collaborative Patient Care Management
Job Code:	4200	Department No:	87610
	Exempt <input checked="" type="checkbox"/>	Service:	_____
	Non-Exempt <input type="checkbox"/>		
Reports To:	Director of Collaborative Patient Care Management	Supervises:	None

Job Summary (one to four sentences)

- Coordinates patient care including patient/family education and discharge planning to insure quality, effective utilization of resources consistent with the hospital mission and Collaborative Patient Care Management goals and priorities.
- Directs the daily and short-range goal setting and planning for the assigned case type and Group Practice.
- Participates in the annual goal setting and planning for Group Practice.
- Guides health care team members in designing collaborative teaching plans/programs and in planning/providing patient/family education and discharge planning within designated specialty.
- Accountable for clinical and financial outcomes of assigned case types and the activities and accomplishments of the Group Practice.

Qualifications (knowledge and ability, education, training, experience, credentials)

- Registered Nurse with current North Carolina license.
- Baccalaureate degree required, MSN preferred.
- At least five years' experience in clinical nursing and three years' experience in specialty area. Certification in specialty area preferred.
- Current CPR Certification required.
- Successful completion of the following:
 1. General hospital orientation provided by Organizational Development
 2. Specific orientation to the Patient Care Coordinator role including six weeks under the direction of Patient Care Coordinator Preceptor with additional two weeks under the direction of the Director of CPCM.
- Demonstrates competency in assessing, planning, implementing, and evaluating care including patient education and discharge planning for patients within assigned specialty.
- Demonstrated ability to facilitate team or group activities, knowledge of performance assessment principles and research process.
- Demonstrates leadership qualities including professional verbal and written communication skills, ability to be flexible and to prioritize in complex situations, decision-making skills, and professional development through participation in continuing education and professional organizations.

Physical/Behavioral Requirements

Refer to back page to designate physical requirements.

