

## *Freedom Home Health Care*

**Position:** Nurse Case Manager

**Supervisor:** Administrator

### **Position Summary:**

Provides and coordinates healthcare and professional nursing services for medically needy clients and their families. Case Management duties include home visits, treatments, care plan development, and implementation. Collaborates with other health care providers and community service agencies, in addition, the Case Manager will directly supervise external field staff that assist clients in his or her case load.

### **Core Competencies:**

- Clients' health care needs, safety, and appropriateness of care are assessed prior to admission.
- Initial and ongoing Comprehensive Assessments of the client's needs, including Outcome and Assessment Information Set (OASIS) assessments at appropriate time points.
- Counseling the client and family in meeting nursing and related needs.
- Initiate appropriate preventive and rehabilitative nursing procedures
- Develop individualized Plans of Care on admission and revise / review at the end of each certification period or significant change in condition.
- Planning for discharge from service.
- Initial assessments completed within 48 hours of referral or on the physician-ordered start of care date.
- Care provided according to the physician's written and verbal orders.
- Case coordination with other disciplines, other health care providers, and service agencies. This coordination is documented accordingly. With referral to other services as needed.
- Evaluate outcomes of care
- Participate in in-service program
- Supervision, coaching, counseling, and initiating disciplinary action to external field staff as needed to provide professional and quality care.
- Continuing education to meet or exceed licensing requirements.
- Compliance with clients' rights, responsibilities, and confidentiality.
- Timely and accurate completion of documentation of clinical and progress notes.
- Productivity of one Full Time Equivalent is equal to 25 billable visits per week with admits counting as two visits.

**Requirements:**

- Graduate of an accredited school of nursing with a current Iowa license as a registered nurse.
- Remain current with CPR certification.
- Must have one year of acute care experience, home care experience preferred.
- Maintain a valid driver's license to operate a motor vehicle.
- Criminal background check, prior to hire, will be free from convictions of crimes, founded child abuse and elder abuse reports, or unacceptable driving records.

**Physical Requirements:**

This position requires occasional bending / stooping, crouching, and kneeling. Must be able to lift 75 pounds. 20% of time spent standing, 20% of time spent walking, 60% sitting. Must have average hearing and visual acuity.

The description given is intended to provide information about the general nature of the job and is not an all-inclusive list of the job duties, skills or abilities.

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Employee Signature and Date