



SWINOMISH INDIAN TRIBAL COMMUNITY

Human Resources
11404 Moorage Way
La Conner, WA 98257
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Is this a Testing Designated Position as described in the Drug and Alcohol-Free Workplace Policy ?	yes
Do the duties and responsibilities of this position involve regular contact with, or control over, Indian children or elders ?	yes

Indian Preference in Hiring shall apply to Swinomish Indian Tribal Community job opportunities.

JOB TITLE: Chronic Care Management Nurse (RN)

DEPARTMENT: Medical

POSITION SUMMARY: A goal of the SITC Healthcare system in chronic care management is to support patient self-care. Patients with chronic conditions play an essential role in monitoring their health and any changes in it. The Chronic Care Management Nurse position aims to strengthen the SITC Health System, Delivery System, Decision Support, Self-Management Support, and community resources to improve health outcomes for those with chronic disease and illnesses. Chronic care management places focus on a continuous relationship with a designated nurse from the SITC health team. Ideally, patients with chronic conditions feel supported enough to achieve their health goals. Chronic care management involves a comprehensive care plan that explains to a patient the details and coordination of their care.

Supervised by: The Chief Medical Officer

MAJOR RESPONSIBILITIES

Perform advanced nursing services that benefit patients and care providers at the SITC Health Clinic. Program development and coordinate care between the SITC medical team and relevant SITC departments. Expand patient care beyond the medical clinic and act as the SITC Medical Providers’ extended staff providing services tailored to chronic care patient needs. The Chronic Care Management Nurse allows SITC doctors to focus on managing a patient’s condition while the Chronic Care Management Nurse provides care coordination outside of the clinic. The Chronic Care Management Nurse helps patients to achieve a better quality of life through continuous care and management of their conditions. Chronic care management includes any care provided by medical professionals to patients who have chronic disease or conditions and includes physical conditions such as diabetes or mental health conditions such as depression. Services include not only in person, face-to-face visits but also communication and the coordination of care related to the chronic conditions that a patient faces.

DUTIES:

1. Contribute to clinic efforts of maintaining chronic disease management while preventing spread of disease during the COVID-19 pandemic by providing services via telehealth.
2. Perform comprehensive disease state management services including education, counseling, and coordination of care regarding chronic diseases.

3. Work collaboratively with team members to provide outreach and engagement with the patient. Provide patient assistance through advocacy to client and family for entitlements and other community services
4. Cooperatively develop an integrated patient-centered care plan and discuss goals, details, and coordination of care with the patient/family and providers.
5. Obtain the relevant health history; follow and adjust the developed treatment plan; and monitor the patient's outcomes to the prescribed treatment plan.
6. Work closely with providers to manage the day-to-day calls with patients involving symptom control and management, medication management, patient and family education, health maintenance reminders, medication refills, referral coordination Follow up on recommendations made by PCP.
7. Document all clinical activities, update problem lists, medication allergy information, and treatment plan recommendations Responsible for scheduling patients, managing the list of patients and performing billing for the visits.
8. Assisting with Quality Assurance projects.
9. Occasionally attend multi-disciplinary meetings to provide nursing-related input for patients' therapeutic plans.
10. Act as an educational and consultation resource to medical staff, pharmacy staff, and medical team members regarding nursing issues.
11. Assist in developing guidelines for chronic care management services.
12. Assist in preparing data, reports, and proposals as required by the Health Services Director
13. As necessary, assists with the following: Triage all patients prior to the physician encounter including obtaining a weight, vital signs, chief complaint, and ensuring completion of appropriate intake forms. Administers injections as ordered by the physician or nurse practitioner. Prepares the examination room and the necessary supplies for various procedures and assist provider as needed.
14. Performs "on-call" services for practice on an as-needed basis
15. Adhere to organizational and state policies and practice procedures and guidelines.
16. Ensure laws, regulations, and grant requirements, if applicable, are met.
17. Other duties as assigned.

MINIMUM QUALIFICATIONS

- Graduation from an accredited Registered Nursing program and two (2) years of clinical experience is required.
- Washington State License as a Registered Nurse is required.
- Washington State Driver's License required
- Excellent communication skills both verbal and written
- Cultural Competency
- Interest working with Native American/Alaskan Native population.
- Special training/experience in family medicine.
- Ability to work with a wide variety of people and personalities.
- Have and maintain BLS certification
- Minimum 2 years of experience

WORK ENVIRONMENT AND TIME COMMITMENT

1. Work schedule is 40 hours per week. This is a full-time position.
2. Tasks are performed mostly indoors in both a clinical setting and an office environment.
3. Home visits to patients are required
4. Considerable time may be spent at a computer work station in the performance of administrative tasks.

5. Work may be performed under highly stressful conditions, and may involve extended periods of sitting, standing or walking.

EMPLOYMENT CONDITIONS

The Personnel Policies and Procedures of the Swinomish Indian Tribal Community apply to all employees. The position of _____ is considered to be an exempt "standard hour" position. All offers of employment are contingent on the successful completion of a drug and alcohol screening. If the position involves regular contact with or control over children or elders, then a successful applicant must also meet minimum standards of character based on an extended criminal background check.

Employee: _____ Date: _____

Supervisor: _____ Date: _____