

DATE OF POSTING:	December 12, 2017
TERMINATION DATE OF POSTING:	December 19, 2017
POSITION:	NURSE COORDINATOR
COMPENSATION/BENEFITS:	Per SSA/USO Contract Grade H
STAFF RELATIONSHIP:	Responsible to Heidi Berridge Manager, Health Care Relations
EMPLOYMENT DATE:	January 8, 2018
SEND APPLICATION AND RESUME TO:	Michigan Education Association Human Resources Department 1350 Kendale Blvd., P.O. Box 2573 East Lansing, MI 48826-2573

BASIC PERFORMANCE EXPECTATIONS:

The registered nurse will act as a case coordinator in the implementation of the Super Care programs using nursing process based on a knowledge of pathophysiology, pharmacology, human behavior, and an understanding of the holistic approach to the illness/wellness continuum to make independent determinations and recommendations regarding the appropriateness of the planned treatment and an evaluation of alternative treatments and care options.

ASSIGNED DUTIES:

Acts as a resource in reviewing and evaluating all pertinent medical information in order to provide appropriate recommendations.

Evaluate initial medical information and treatment plans for hospital admissions. Call providers if additional information is needed to determine the appropriate length of stay as an inpatient, or to determine if the treatment plan meets outpatient guidelines.

Review all medical extension information to evaluate the need for continued inpatient, or to determine if the treatment plan meets outpatient guidelines.

Review all medical extension information to evaluate the need for continued inpatient stay and prepare alternative care plans.

Nurse Coordinator

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ASSIGNED DUTIES (*continued*):

Develop and implement health care plans and evaluate the care effectiveness of the home health plan.

Develop cost analyses for alternate treatment plans.

Evaluate laboratory and x-ray results, and physician statements that have been provided to waive a mandatory second opinion.

Review and evaluate all pertinent information to determine appropriateness for medical case management.

Using the nursing process, interact with member/patient, physician, hospital and other appropriate agencies to assess the patient's condition and to develop, implement and evaluate the case management process.

Maintain licensing and certification as a registered nurse with the Michigan Board of Licensing. Maintain contact with the nursing profession to keep abreast of current happenings.

Provide on-site telephone support over the holiday periods. Be available outside of MESSA office hours to provide support to MCM clients and families as needed.

MINIMUM REQUIREMENTS:

BSN with Michigan registry.

Two to three years of recent experience in acute care.

Experience to include at least two years of rehabilitation and/or case management or two years experience with utilization, review and/or discharge planning, or two years recent experience in psychiatric nursing.