

HOME HOSPICE

Registered Nurse Case Manager

The RN case manager (RNCM) is a core member of the Home Hospice interdisciplinary team (IDT) and provides nursing service to patients in accordance with the philosophy, policies and processes of Home Hospice. The RNCM supervises and coordinates care provided to the patient by the hospice team in accordance with federal and state statutes and the Medicare Conditions of Participation.

Reports to: Patient Care Manager, Director of Clinical Operations, Executive Director

Principal requirements

1. Graduate of an accredited nursing program
2. Current unrestricted Texas state license to practice as a registered nurse
3. One year of nursing experience; hospice or home health experience preferred
4. Physically able to perform duties
5. Current CPR certification or willingness and ability to obtain certification
6. Current driver's license, reliable transportation, and current/valid automobile liability insurance
7. Current PPD or chest x-ray negative for tuberculosis, or proof of tuberculosis treatment with documentation of current noninfectious status.
8. Willingness to undergo and ability to pass drug screen by urine or blood sample per agency policy
9. Ability and willingness to adhere to all applicable Home Hospice policies and regulatory requirements
10. Ability to adhere to the Mission and vision Statement of Home Hospice of Grayson County

Competency requirements

1. Comprehensive knowledge of general nursing theory and practice as conditioned by the Texas Board of Nurse Examiners
2. Basic nursing assessment skills and critical thinking skills adequate to establish priorities in the planning and provision of care
3. Proficiency in medication administration and phlebotomy
4. Time management skills adequate to meet responsibilities in patient care, medical record documentation, IDT activities, HHA and LVN supervision and staff meetings
5. Knowledge of disease processes and expected changes to health status of patients due to disease progression
6. Working knowledge of the dying process and the stages of grief
7. Desire and ability to expand practice through continuing education to include, but not limited to, all aspects of end of life care
8. Ability to effectively communicate in English, both verbally and in writing, both in person and by telephone
9. Ability to maintain interpersonal boundaries and establish therapeutic relationships with patients and families from a variety of cultural, ethnic and socioeconomic backgrounds
10. Basic computer knowledge

Physical requirements

1. Ability to walk, climb stairways of varying degrees, bend, reach, kneel and twist
2. Ability to lift, carry, push and pull greater than 50 pounds, repeatedly
3. Visual acuity sufficient to note changes in patient condition and read medical instruments

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4. Hearing acuity sufficient for basic nursing assessment and communication with patients and caregivers
5. Ability to function in a normal office environment
6. Ability to drive within a 60-mile radius of the Home Hospice office in daylight, dusk and nightlight

Duties and Responsibilities

1. Provide basic and palliative nursing assessment and care to patients and caregivers according to professional standards and the interdisciplinary plan of care
2. Collaborate with patients, caregivers, physicians and the IDT to plan and provide optimum care
3. Utilize appropriate pain and symptom management techniques and educate patients and caregivers in pain and symptom management to optimize patient comfort
4. Assess and respond appropriately to the physical, mental, social and emotional needs of patients and caregivers, making appropriate referrals as needed
5. Teach and demonstrate care to be provided by patients, caregivers, HHAs and LVNs and supervise provision of such care as appropriate or required by agency policy
6. Provide emotional support to patients and families in a manner that fosters independence and affirms and assists in developing new strengths
7. Maintain inventory of patient medications in home and ensure that patient has adequate supply of prescribed medications in home at all times
8. Evaluate patient response to all therapies and notify attending physician and IDT of all adverse, unintended or sub-therapeutic responses to therapies
9. Follow "five rights" and adhere to agency policy and processes when administering medications to patients
10. Routinely assess the patient care environment for adequacy and safety risks
11. Deliver patient care in accordance with the Home Hospice Patient Bill of Rights
12. Deliver patient care in a cost-effective manner
13. Participate in the orientation of new staff members and student interns
14. Document in the medical record as required by agency policy
15. Participate in agency quality improvement activities
16. Share after-hours on-call responsibilities with other nurses
17. Wear identification while on duty; adhere to dress code and appear neat and clean
18. Attend staff meetings and in-services as required by agency
19. Report patient and employee incidents per agency policy
20. Report patient infections as required by Texas statute and agency process
21. Adhere to all agency policies and processes
22. Other duties as assigned by the Patient Care Manager, Director of Clinical Operations, Executive Director, and/or the Clinical Management Team.

I have read and understand the above job description and fully understand the requirements set forth therein, agree to abide by the requirements set forth, and will perform all duties and responsibilities to the best of my ability.

Employee

Date