



## Registered Nurse (RN) Case Manager Opportunity

### About Mission Hospice & Home Care:

Located in the heart of the San Francisco Bay Area and Silicon Valley in Northern California, we are a nonprofit organization whose committed professional staff and well-trained volunteers are dedicated to providing the finest quality, compassionate care to those who are terminally ill or facing a life-limiting illness, and to supporting their families through illness and bereavement. Since our founding in 1979, Mission Hospice & Home Care has served thousands of patients and families in the San Mateo County community. **Our bottom line is patient care.** We are committed to quality care, serving our community with a culturally sensitive and individual approach to hospice care and home care. If you share our commitment and want to be a part of a hard-working, dedicated staff, we invite you to join our Mission Hospice & Home Care family.

### About the Position:

We seek a full-time **Registered Nurse (RN) Case Manager** to plan, organize and direct hospice home care services and is experienced in nursing, with emphasis on community health education/experience. The RN Case Manager builds from the resources of the community to plan and direct services to meet the needs of patients and their families within their homes and communities.

### Essential Job Functions & Responsibilities:

- Initiates plan of care for patient and makes necessary revisions as patient status and needs change
- Develops a care plan, which establishes goals based on nursing diagnosis and incorporates therapeutic, preventive, and rehabilitative nursing actions
- Administers medications and treatments as prescribed by the physician
- Counsels the patient and family in meeting nursing and related needs
- Provides health care instructions to the patient as appropriate per assessment and plan of care
- Identifies discharge planning needs as part of the care plan development and implements prior to the discharge of the patient
- As Case Manager, assumes responsibility to coordinate patient care for assigned caseload
- Prepares clinical notes and updates the primary physician when necessary and, at least, every sixty days
- Communicates with the physician regarding the patient's needs and reports any changes in the patient's condition; obtains/receives physician's orders as required
- Participates in on-call duties as defined by the on-call policy
- Ensures that arrangements for equipment and other necessary items and services are available

### Position Qualifications:

- Registered Nurse (RN) with current licensure to practice professional nursing in California
- Graduate of National League of Nursing accredited school of nursing
- Minimum two (2) years experience, hospice or home care nursing preferred
- Self-directed and able to work with minimal supervision
- Demonstrates excellent observation, problem solving, verbal & written communication skills
- Proven ability to organize and prioritize workload independently
- Current CPR certification
- Current CA Driver's license & auto insurance required
- Management experience not required. However, must be able to supervise home health aides
- Fluency in a foreign language, preferably Spanish a plus
- Proficiency in computer systems, e.g. Microsoft Outlook. Word and clinical data systems, e.g. Suncoast experience (a HUGE plus)

### Our Benefits:

For our employees, we provide a generous benefits package, including paid-time-off (PTO), sick leave & other leaves, holidays & floating holidays, company-matched 401(k) retirement benefits, medical, dental & vision benefits and many more.

### To Apply

Please submit your resume and cover letter to [careers@missionhospice.org](mailto:careers@missionhospice.org) or fax confidentially to: Human Resources at #(650) 445-0516.

EEO/M/F/D/V