



NURSE CARE MANAGER

COWLITZ INDIAN TRIBE DEPARTMENT OF HUMAN RESOURCES JOB ANNOUNCEMENT

POSITION DESCRIPTION

Title: Nurse Care Manager

Schedule: Monday through Friday

Location: Tukwila, WA

Classification: Full-time; Exempt

Opening Date: January 2019

Salary Range: \$35.00 to \$49.00 DOQ

Closing Date: Open until filled

Position Summary: The Nurse Care Manager provides quality nursing care and clinical management support in conjunction with the CIT Medical Director and MAT Program Manager. This position is responsible for coordinating medical, behavioral health, chemical dependency needs of patients who are eligible to participate in the Medically Assisted Treatment of opioid addiction. This position requires performing a variety of both routine and unusual and complex professional tasks without the benefit of close guidance. This position develops a patient-centered treatment plan for patients that includes the recovery support, monitoring and assisting with self-identified barriers to recovery.

This incumbent will be the clinic lead of a medically assisted treatment (MAT) program serving American Indian and Alaska Native (AI/AN) patients referred by court systems, correctional facilities, stakeholder agencies and other referring agencies in the catchment area including King County and surrounding area. This position will oversee and be responsible for day-to-day operations MAT program, specifically working closely with staff in the mental health and chemical dependency program.

Essential Duties and Responsibilities include the following.

- Tasked with relationship building between local, states, tribal, and federal agencies to identify and address inefficiencies and barriers to patient care treatment. Ability to establish and maintain effective working relationships with a diverse population of clients, community-based agencies, and departmental personnel.
- Liaisons between cross programs to improve communication and prioritize client care needs.
- Active participant in the addiction medicine community; frequently attends trainings and recommended conference calls.



- Conducts an effective and efficient patient flow that expedites patient care;
- Makes appointments for patients to see physician; obtains lab work-ups and checks with patients to see that appointments are kept.
- Serves as a resource and positive, proactive leader for the department with ability to be flexible shifting patient care needs and clinic scheduling.
Skill in analyzing, tracking, and assessing program related data, e.g.; performance-based contracts, grant funding and reporting requirements.
- Fosters coordinated team approach with program structured efficiencies allowing for progressive client increase of at minimum ten new clients per month, and an additional 100 from base during year one of grant funded opportunity.
Provides patient education regarding inductions and stabilization services, orientation and program expectations for those interested in MAT.
Ensures all clinic staff is knowledgeable and competent administering injectable medications for patients interested in MAT therapy.
- Ability to creatively engage with a diverse population struggling with opioid addiction; assessment of strategies that support retention rates.
- Supply Manager; responsible for operational durable and non-durable supplies and equipment requirements.
- Oversees quality assurance activities and compliance to operational standards, participates in program development, development or implementation of operating policy and procedure, promotes continuous improvement of workplace safety and environmental practices, as required.
- Assists with the training of new staff assigned.
- May plan and implement performance improvement and accreditation activities in for the inclusion of the CTHS MAT program in accreditation.
- Provide training to nursing, non-licensed support staff.
- Follow up with complicated referrals and patients and acting as a patient navigator.
- Utilizes and suggests improvements to Electronic Health Record systems.
- Participates in quality improvement activities.
- Other duties may be assigned.

Education & Licensure Certification:

- Must possess a valid unrestricted license as a Registered Nurse; and Bachelor of Science in Nursing is required, Master's in nursing or public health is preferred

Additional Desirable Qualifications:

- 5 years of primary care experience.
- 2 years working in a Tribal or an American Indian/Alaska Native community preferred
- Experienced in EHR and RPMS
- Must demonstrate an understanding of addiction as a chronic brain disease and evidenced based treatments including opioid maintenance therapy and dialectical behavior therapy.



- Experience with the pharmacological treatment formulations and modalities for clients diagnosed with opioid use disorder.

Except as provided by Title 25 CFR, Section 472 which allows for Indian preference in hiring, the Cowlitz Indian Tribe does not discriminate on the basis of race, color, creed, age, sex, national origin, physical handicap, marital status, politics, or membership or non-membership in an employee organization.

Please mail or email resume and cover letter to:

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