



Lake County Tribal Health Consortium, Inc.
Is Currently Accepting Applications For:

RN - CERTIFIED DIABETES EDUCATOR

Apply Soon

Posting May Close At Any Time

Salary: Dependent Upon Experience

Signing Bonus

For This Career Opportunity

EXCELLENT BENEFIT PACKAGE (includes):

- PPO Health Insurance (*family coverage option – paid by employer*)
- 403B Retirement Plan (*generous employer matching contribution*)
- Paid Time Off (PTO) and Paid Holidays

LOAN REPAYMENT PROGRAMS:

Employees who have careers in healthcare may be eligible to apply for education loan repayment programs through the Indian Health Services (IHS) or the National Health Service Corps (NHSC) or other state or federal programs.

QUALIFICATIONS:

- Graduate of an accredited School of Nursing.
- Current license as a Registered Nurse
- Must have at least 2 years of diabetes work experience.
- Current CDE Certification strongly preferred or eligible to become a Certified Diabetes Educator within 1-2 years.
- Will consider a RD, with CDE licensure.
- The Diabetes Educator will need to complete 15 hours of diabetes-related continuing education annually to maintain program qualifications.

POSITION SUMMARY:

The Diabetes Educator/RN/RD will coordinate steps to help ensure the Medical Department follows Diabetes Standard of Care, and Diabetes Health Audit Measures while caring for patients at LCTHC. The Diabetes Educator/RN/RD will assist provider to create a specialized care plan aimed to support and manage a person's Diabetes diagnosis and treatment options, such as monitoring insulin levels, diabetes medications, exercise regimens, and diet and food choices. The Diabetes Educator/RN/RD will have specialized training in nutrition, diabetes management and treatment, and behavior modification skills, which will overall enable optimal diabetes care.

www.LCTHC.com Visit the career page for the employment application form and supplemental questionnaire, and to view the full job description and all current job postings. For additional information - Call (707)263-8382 extension 1108.

All applications submitted by the deadline that qualify for the job posting will be considered. Lake County Tribal Health Consortium, Inc. is an equal opportunity employer with preference given to Native American applicants in accordance with CFR 25 USC 472, the Indian Preference Act.

Lake County Tribal Health

Modern Medicine  Personalized Care

ESSENTIAL JOB FUNCTIONS:

- Reviews each medical record prior to each patient visit (scheduled and walk-in) for diabetic and GPRA health measures. Contributes to, and participates in, a continuous quality improvement process to measure SDPI/Diabetes Program and to identify and address opportunities for improvement.
- Educates Medical Department of Diabetic/GPRA health measures specific to each patient.
- Acts as a Liaison between Public Health Tribal Health and Medical Departments.
- Attends all assigned meetings (i.e. GPRA, CQI, Diabetic Committee, and Diabetic Case Conference). Utilizes a team approach to provide services and collaborates and communicates with team members as needed.
- Ensure medication lists are updated and recorded.
- Provides education to patients with Diabetes, and Pre-diabetes; disease processes related to cholesterol, renal and endocrine disorders. Will provide assessment, education and follow-up to patients, overall improving Diabetes Self-Management skills.
- Attends required trainings and conferences.
- Performs Retinal Scannings for LCTHC diabetic patients.
- Makes appointment for patients as needed, assisting diabetic patients with scheduling of follow-up appointments, specialty care.
- Gives monthly progress presentations/reports to staff.
- Performs periodic chart reviews, for our diabetic patients.
- Provides education and expertise at diabetes education classes for both pre-diabetes and diabetes patients.
- Works well with others and projects a positive attitude. Ability to work with a team to develop collaborative educational approaches and curriculum. Collaborates with Medical and Diabetes Team to develop an individual follow-up plan with each program participant.
- Excellent oral and written communication skills.
- LCTHC reserves the right to change this job description as needed to best serve the patients of LCTHC.

All LCTHC employees are expected to:

- Provide the highest possible level of service to clients;
- Promote teamwork and cooperative effort among employees;
- Maintain safe practices; and
- Abide by the LCTHC policies and procedures as they may from time to time be updated.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. **Sitting / Mobility:** Approximately 20% of time is spent working at a desk. Balance of time (approximately 80%) is spent moving around work areas. **Communication:** Ability to effectively communicate with co-workers, patients and members of outside agencies, in person, by telephone, and by email. **Vision:** Ability to view x-ray, medical records, effectively use a computer screen and interpret printed materials, memos, and other appropriate paperwork. **Lifting / Carrying:** Ability to occasionally lift and/or move objects weighing up to 60 pounds. **Stooping / Kneeling:** Ability to provide patient care, access files/stock supplies in low cabinets and shelves. **Reaching / Handling:** Ability to use hands to finger, handle, or feel; reach with hands and arms, input information into computer systems and retrieve and work with appropriate paperwork, equipment, and supplies. Use of standard medical instruments and equipment, including x-ray, office equipment, computer, telephone, calculator, copiers, and fax. Work is performed in a medical office/clinic environment; continuous contact with other staff and the public..

INDIAN PREFERENCE: Preference may be given to qualified Native American Indians according to the Indian Preference Hiring Act, CFR 25 USC 472. Other than Indian Preference, Lake County Tribal Health Consortium, Inc. adheres to all provisions of the Equal Employment Opportunities Act.

NOTICE OF DRUG-FREE WORKPLACE ACT REQUIREMENT: LCTHC is committed to maintaining a drug free and alcohol free workplace. LCTHC believes that a healthy, productive workforce free from the effects of drugs is very important to all employees and patients. Substance abuse is incompatible with the health, safety, efficiency and success of LCTHC. Employees who are under the influence compromise LCTHC'S interests, endanger their own and the health and safety of others and can cause a number of other work-related problems. As a condition of employment, each applicant receiving a job offer from LCTHC must take and pass a required drug screen test.

HIPAA Health Insurance Portability and Accountability:

This act was enacted to deal with three main areas with regard to patient information.

- Security of health information
- Standards of electronic transactions
- Privacy of individually identifiable health information

IMPORTANT DISCLAIMER NOTICE

The job duties, elements, responsibilities, skills, functions, experience, educational factors and the requirements and conditions listed in this job description are representative only and not exhaustive of the tasks that an employee may be required to perform. The employer reserves the right to revise this job description at any time and to require employees to perform other tasks as circumstances or conditions of its business, competitive considerations, or work environment change.

Lake County Tribal Health is an At-Will Employer. Either the employee or LCTHC can terminate the employment at will, without advance notice, at any time, with or without cause.