

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2014-103 **Issue Date:** 06-06-14 **Closing Date:** 06-20-14

Nursing Supervisor/Manager
Home Health
Department of Human Services
Hourly Wage: \$40.56/Full-Time/Regular

Incumbent is responsible for management of Home Health Program operations including professional supervision and development of staff: budget administration, reports and delivery of program services. Assist Home Health staff in assessing the health status and needs of the elderly clients and others in need of nursing services in the home. Provide and supervise safe and adequate care to clients in their home as needed.

Knowledge, Skills and Abilities:

- Knowledge of and skill in operation of specialized medical equipment.
- Knowledge of current nursing issues such as wound care, disease management and prevention.
- Knowledge of signs of emergent client issues.
- Knowledge of actions in emergency situations.
- Knowledge of local resources and ability to make appropriate referrals.
- Knowledge of scope of practice for registered nurse.
- Knowledge of licensing standards for all staff
- Knowledge of basic accounting principles, practices and procedures.
- Knowledge of basic grant principles, practices, procedures, and funding sources.
- Knowledge of supervisory principles and practices.
- Knowledge of Home Health and Indian Health Service policies and procedures.
- Knowledge of the Yakama Reservation and Yakama cultural practices
- Knowledge of and experience utilizing the Indian Health Service Electronic Health Record System
- Knowledge of the Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- Ability to communicate effectively both verbally and in writing.
- Ability to interact effectively with a wide variety of people.
- Ability to provide in-home health status monitoring
- Ability to accurately assess document and report current client condition
- Ability to make independent decisions
- Ability to provide high quality and culturally sensitive care
- Ability to manage multiple staff
- Ability to demonstrate and encourage others to be positive and professional
- Ability to demonstrate computer literacy using Microsoft Work, Power Point , and Excel
- Ability to demonstrate independent thinking, responsible for program service and patient care decisions ensuring that patients receive appropriate care.

General Recruiting Indicators:

- Must have a current Washington State Nurses License as a Registered Nurse with a BSN, with no record of disciplinary actions and a minimum of ten years of experience with Indian health Services, RPMS patient record system, 10 years' experience in a home health program or department and have 10 years of active nursing practice with increasing responsibilities.
- Must be current on Continuing Education Credits per Washington State requirements

Special Requirements:

- Required to pass a pre-employment drug and alcohol test
- Required to pass a pre-employment background check
- Must have the ability to demonstrate an excellent work attendance record
- Must possess a valid Washington State Driver's License and have the ability to obtain a Yakama Tribal Driver's permit.
- Must possess a current First Aid-CPR Card or acquire within three months.