

# Lakeland Care District

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*Enriching members' lives by honoring their values through high quality, cost effective long-term care.*

## Registered Nurse Care Manager Job Duties

### Principal Duties and Responsibilities

*The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Integrate Family Care managed-care principles into daily practice.
- Work collaboratively as a member of the interdisciplinary team.
- Provide nursing care in accordance with the Nurse Practice Act.
- Conduct comprehensive health assessments.
- Develop member-centered plans which are outcome-based and cost-effective.
- Coordinate care with each member, as well as their informal and formal supports.
- Evaluate and reassess effectiveness of the member-centered plans.
- Document timely and accurately.
- Participate in 24-hour on call rotation.
- Participate in utilization review process.
- Participate in quality assurance and quality improvement activities, as well as other assigned program development projects.
- Attend department/staff meetings.
- Follow District organizational policies and procedures.
- Follow Universal Precautions and all other OSHA-required programs and procedures.
- Maintain the confidentiality of member information and protected health information (PHI) as required by State and Federal regulations, including the Health Insurance Portability and Accountability Act (HIPAA) of 1996.
- Comply with applicable federal and state laws, administrative rules, established agency procedures and accepted professional standards.
- Participate in on-going training; maintain contemporary knowledge to ensure compliance with Federal and State regulations.

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- Participate in continuing training as required and appropriate in order to maintain skills and competence levels as dictated by policies and regulations.
- Represent the District to the community-at-large through professional interaction, clinical consultation, public speaking, media presentations, and participation in community advisory groups as requested.