

POSITION DESCRIPTION

Access Health, Inc. (AHI)

RN, Case Manager

Position Dimensions

Reports to:	Clinical Manager
Supervision Exercised:	This position has no supervisory responsibilities
Classification:	Salary
Status:	Full Time
Pay Grade:	AH10

Summary/Objective

The RN Case Manager will be a member of the clinical team within Access Health, Inc. and provide onsite and telephonic case management services to individuals identified as “high risk members. This position will serve as the primary point-of-contact for a selected group of members with the goal of improving quality outcomes and optimizing service utilization and cost. The position will incorporate education to staff, clients and the community on chronic disease conditions, incorporation of the domains of health into the health narrative and utilization of community resources.

Required Education and Experience

- **Required Minimum Education:** Graduate of an accredited school of nursing; Baccalaureate degree in nursing (BSN) preferred.
- **Required Minimum Licensure/Certification:** Current licensure in Michigan as a Registered Nurse. Will need to obtain Manage Care Nurse Certification within 6 months of hire.
- Highly Proficient computer skills including experience with Microsoft Office, database management programs.

Preferred Experience

- Three to five years of recent experience in a clinical health care setting with responsibilities reflecting direct management of patient care including planning, coordination, and delivery of needed services such as education, psychosocial support, discharge planning and utilization management.
- Bilingual in English and Spanish preferred.
- Mental health experience preferred.

Position Type/Expected Hours of Work

This is a full-time position. Days and hours of work are Mondays through Friday of each week, from 8am to 5pm in our Muskegon Office. Hours of operation may change due to the needs of the organization.

Reply:

Please contact Marie Koster, Director of Operations at 231-766-7109 or mkoster@access-health.org