



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta  
Director

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**TITLE:**                    **CLINICAL RISK COORDINATOR (Provisional\* Appointment)**

**SALARY:**                \$48,271 - \$61,220 annually

**LOCATION:**              Monroe Community Hospital

**JOB SUMMARY:**

This is a professional position at Monroe Community Hospital responsible for identifying, reviewing, and investigating potential violations of facility policy and procedure as well as State and Federal regulations, with focus on patient safety and prevention of resident abuse, neglect, and mistreatment. The employee reports directly to, and works under the general supervision of a Quality Assurance Manager or other higher-level staff member. Does related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma, plus EITHER:

(A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree, plus two (2) years paid full time or its part time equivalent experience in a health or health related field, six (6) months of which must have involved risk management or quality activities; OR,

(B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree, plus four (4) years paid full time or its part time equivalent experience in a health or health related field, six (6) months of which must have involved risk management or quality activities; OR,

(C) An equivalent combination of education and experience as defined by the limits of (A) and (B) above.

**SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COMMUNITY HOSPITAL  
ATTENTION: PERSONNEL  
435 EAST HENRIETTA ROAD  
ROCHESTER, NY 14620

**Posting Date:** January 8, 2021

**Posting Deadline:** Until Filled

\*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.