



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton M. Connard, SPHR
Director

TITLE: Registered Professional Nurse – Utilization Review and Reimbursement Department

SALARY: \$21.16 - \$24.46 Hourly

LOCATION: Monroe Community Hospital

HOURS: Monday through Friday, days only

JOB SUMMARY:

This is a professional position involving responsibility for managing the patient interview requirements of the MDS, assisting with HMO case management coverage, periodic MDS completions and other tasks as requested to ensure continuous coverage of department duties. General supervision is received from a senior level staff member. Does related work as required.

In order to perform the duties of this position, an applicant should possess or be able to:

- Current NYS RN License
- Have experience or exposure to medical record reviews and resident assessments
- Have a basic understanding of regulatory compliance
- Willingness to learn a variety of SNF payer requirements.
- The ability to work successfully as part of a multidisciplinary team
- A clear and effective verbal and written communication style
- Basic computer skills
- Function independently
- Exceptional organization skills
- Willingness to develop new skills and to be flexible

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered school of nursing.

SPECIAL REQUIREMENTS:

Possession of a New York State License as a Registered Nurse.

If you are appointed, you will be required to have a valid license to operate a motor vehicle in NYS or otherwise demonstrate your capacity to meet the transportation needs of the job.

Depending on the position duties, candidates for employment with the Monroe County Government will be required to pass a pre-employment drug test.

Send Applications to: Monroe County Human Resources
Monroe Community Hospital
435 East Henrietta Road
Rochester, New York 14620

Posting Deadline: Until Position is Filled

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471
PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

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An Equal Opportunity Employer