



PROGRAM MANAGER - RN Full-Time

Posting Number:	HR086105	Posting Date:	November 9, 2021	Date Available:	Immediately
Position Summary:	The Administrative Support Nurse consistently demonstrates behaviors that enhances professional performance and reflects the key moral commitments, ethical principles, values, and philosophy of Three Rivers Hospital as set forth in the Mission Statement. This position oversees the Utilization Review and Discharge Planning Department, Infection Control Program, Employee Health Program, and provides support to the Quality Improvement Department.				
Essential Job Duties:	Directly supervises the Utilization Review and Discharge Planning staff. Maintain a current knowledge base for the issues involving the practice of Utilization Review and Discharge Planning. Work closely with the Director of Ancillary Services to develop, implement, and monitor the annual Infection Control Plan. Ensure compliance with regulatory agencies and TRH policies and procedures as they relate to Infection Control to maintain a high level of safety for patients and property and ensure best practice for infection control processes. Reports to the Okanogan County Health Department any reportable diseases, and work with the health department in complying with any problems related to outbreaks and control of communicable diseases. Assists with in-service training related to infection prevention and control. Work closely with the Director of Human Resources and Medical Staff Secretary to develop, implement, and monitor the Employee Health Program. Ensure compliance with regulatory agencies and TRH policies and procedures as they relate to the Employee Health Program. Orient new employees to the infection control program and necessary immunizations and tests. Participate in the formulation and revision of all hospital policies and/or procedures dealing with employee health. Works closely with the Director of Quality to develop, implement, and monitor departmental and enterprise-wide Process Improvement Plan. Coordinates and assists with the implementation of Plans of Correction and tracking associated with the Department of Health and other regulatory body surveys and required data reporting. Maintains organizational confidentiality at all times. Attend and participate in hospital meetings and functions. Performs other duties as assigned.				
Qualifications:	Bachelor's Degree preferred, active WA state RN license, and 3 years' experience in Infection Control, Utilization Review, and Quality in a healthcare setting.				
Position Wage Range:	MIN: \$	39.56	MAX: \$	54.53	Sign-on Bonus: \$5,000
Schedule:	Days:	Monday – Friday		Hours:	9:00 am – 5:30 pm
Department/FTE:	Utilization Review, Infection Prevention, Employee Health, and Quality			FTE:	1.00, 40 hours /week
				Benefit eligible?	YES
Physical Requirements:	Please see full Job Description in Human Resources				

INTERESTED CANDIDATES – PLEASE APPLY	
MAIL OR APPLY IN-PERSON:	Three Rivers Hospital Human Resources Department PO Box 577 507 Hospital Way Brewster, WA 98812 (509) 689-2517
APPLY ONLINE:	www.threerivershospital.net
HR CONTACT EMAIL:	opportunity@trhospital.net
<i>Three Rivers Hospital is an equal opportunity employer.</i>	