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# Example of Manager RN Job Description

Our innovative and growing company is searching for experienced candidates for the position of manager RN. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for manager RN

* Monitor infection control practices and procedures to ensure that all personnel are complying with acceptable standards of practice
* Ensure that all referral sources are notified of case acceptance, provide introductory information about the clinical manager, and monitor customer satisfaction
* Oversee the negotiation of rates, the frequency and duration of visits with Case Manager, and assist the Credit Manager with credit decisions
* Make initial evaluation of homecare request, ensure that an assessment visit is conducted, and coordinate internal activities to ensure a smooth transition to homecare
* Obtain verbal physician orders, as appropriate, and communicate with pharmacists to ensure that coordination occurs for infusion therapy cases
* Record the outcome of all inquiry calls received and make follow-up calls when an inquiry cannot be converted to a referral on the first call
* Oversee and ensure that all potential payer sources are identified and establish the primary payer
* Document demographic, clinical, and payer information on all inquiries and determine coverage availability for third party, non-governmental payers
* Addresses and resolves items impeding diagnostic or treatment progress
* Develop individualized case management plans with prioritized goals and appropriate interventions in compliance with the risk stratification level requirements

## Qualifications for manager RN

* 2+ years of Case Management and/or Chart Review experience
* 7+ years of experience in the field of Hospice Nursing
* 3+ years of nursing experience, 1 of which must have been at Charge/Coordinator/Supervisor level
* Previous Utilization Review and Discharge Planning experience
* Minimum of three (3) years’ experience, as an RN, in direct patient care delivery and / or management
* Demonstrates basic knowledge of the role of UM, DC Planning and / or CM for patients within an acute hospital and / or ED setting and across the continuum of care