



Example of Field Case Manager Job Description

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Our growing company is looking for a field case manager. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for field case manager

- Obtains medical reports and required work status forms
- Cooperates with the treating physician to obtain a full or conditional release to return to work before injury becomes a lost time claim
- Coordinates with the employer to develop a modified duty job for the injured worker who cannot immediately return to his/her full pre-injury employment
- Maintains constant contact with the adjuster assigned to the file through telephone calls, EMAIL and written reports
- Makes appropriate use of Wellcomp physicians for adjuster support, peer-to-peer consultation and as professional resource
- Organizes and review medical records to identify specific medical issues
- Acts as an advocate for the injured worker with all parties while maintaining the injured worker's privacy and safety
- Identifies the appropriate utilization of resources across the continuum of carMaintains patient/caregiver care plan compliance reporting
- As needed, testifies to substantiate any casework or reports that may be deemed relevant in litigated cases
- Meets weekly billing requirements (35-40 hours per week for full-time Case Managers)

Qualifications for field case manager

- Requires a minimum of four (4) to five (5) years in public or private third party reimbursement arena or pharmaceutical sales experience, managed care, or clinical support, or related experience

- Fluency in French, English and/or Cantonese/Mandarin may be required depending on program and geographic location
- General working knowledge of case management practices and ability to quickly learn and apply workers compensation/case management products and services
- An active and good standing RN license for the state of Virginia is required
- Must have strong clinical background with minimum of 3 years of RN experience working in adult care