



Example of Home Care Director Job Description

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Our growing company is looking to fill the role of home care director. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for home care director

- Marketing and Business Development in the Harrisburg, PA area
- Acts as a liaison or representative to various institutions or organizations that may jointly serve the Companies patients to assure that cooperative, effective relationships are developed
- Manages and administers the Home Care Operations
- Directs and supervises the hospice program and services including nursing, home health aide, social service, chaplain, volunteer and bereavement and the provision of DME, oxygen, pharmaceuticals and medical supplies
- Perform assessments, reassessments and monthly re-visits to determine client needs
- Cover entire agency as "On call nurse" at least monthly, or as needed for a 7 day duration 5pm to 9am weekdays, and 24 hours on weekends
- Over-see the monthly financial reporting and variance processes for the department
- Prepare, review and analyze the department's financial statements
- Plans and projects departmental expenses
- Accountable for annual budget and current year projections including department and division P&L projections in a manner to project sufficient detail

Qualifications for home care director

- Knowledge of Medicare/Medicaid and CHAP standards compliance
- Experience with clinical information and business systems preferred
- Registered Nurse with license to practice in the State of Michigan
- Five years or more of successful nursing leadership in a Homecare/Hospice environment as a nurse executive or corporate nurse consultant for a multi-office Homecare/Hospice corporation or an integrated health system
- Experience in care system analysis and strategic thinking