



# Example of Registered Nurse Coordinator Job Description

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Our company is hiring for a registered nurse coordinator. 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 registered nurse coordinator

- Working as the liaison between district, center and rehabilitation other care providers
- Monitoring MMQ documentation and charting requirements that support services provided to meeting billing requirements within each center
- Acting as a liaison with the Mass Health Office of Long Term Care and center to represent the interests of the organization
- Monitoring compliance with federal and state regulations Kindred policies and procedures regarding state specific regulations
- Overseeing the documentation, MMQ coding and MMQ training within the center to optimize MMQ scores
- Coordinating interdisciplinary approach to program development with the district team
- Conducting job responsibilities in accordance with the standards set out in the Company's Code of Business Conduct, its policies and procedures, the Corporate Compliance Agreement, applicable federal and state laws, and applicable professional standards
- Arrange prescribed services with the physician, payer, patient/caregiver, and provider to ensure that services are provided in a timely and coordinated fashion
- Provide comprehensive services including home health, home infusion (pharmacy and nursing), and enteral therapy

Joint Commission requirements, third party payer guidelines and medical, administrative and program personnel

## Qualifications for registered nurse coordinator

- Informatics experience or minimum 2 years experience implementing and managing data systems
- Two years experience in neurosciences acute care setting
- Collaborates with medical and hospital staff to provide multidisciplinary care to septic patients
- Oversees the stroke program and maintains regulatory certification
- Identifies and integrates patient learning needs, abilities and readiness into the Plan of Care
- Proficiency in the use of laptop computer and multiple business software applications