

**EQUAL OPPORTUNITY EMPLOYER**

**DATE: 09/03/2010**

To be considered for any position, **ALL candidates must complete an EMPLOYMENT APPLICATION.** Employment applications are available on-line at [www.myDOHC.com](http://www.myDOHC.com) or available Monday thru Friday between the hours of 9:00am & 4:00pm in the Human Resources Department at 255 N. El Cielo, Suite 410 in Palm Springs. **Include any required license and/or certification numbers on the application and be prepared to provide copies at the time of interview.** A personal resume may also be attached if desired but cannot replace the employment application. Fax your documents to (760) 416-3877 or email [DOHC-HR-Online-Applications@mydohc.com](mailto:DOHC-HR-Online-Applications@mydohc.com). Testing proficiencies, for positions that require it can be completed Monday-Friday between 9am-4pm in the Human Resources Dept. **No appointment necessary.** **INTERNAL CANDIDATES** must submit a "Request to Transfer" form to the DOHC Human Resources Department and pass any required exams. (Contact: Human Resources, 760-320-8814, Ext. 1541)

Req. #	Position Title & Details	Requirements	Department	Location	Status
<b>09-1202</b>	<b>REGISTERED NURSE</b> – Performs patient assessment/evaluation; patient planning and implementation; medication administration; invasive and non-invasive procedures; blood draws, IV skills; and quality control activities.	Current CA RN license, BLS and ACLS certifications. Minimum of two years experience in an acute care, ER, or immediate care facility. <b>Bilingual/Spanish</b> a plus.	<b>Immediate Care</b>	<b>Palm Springs</b>	<b>1 – PD</b>
<b>10-0185</b>	<b>LVN-</b> Provides care/services including: patient assessment/evaluation, planning/implementation, medication administration, ECGs, dressing/sutures/orthopedic appliances, patient/provider assistance, invasive/non-invasive procedures, testing, documentation/information, quality control activities, code response, lab draws/specimen processing, & other duties.	Current California LVN license. Minimum of 2 years experience in an acute care, emergency room, urgent care or immediate care. Current BLS/ACLS card. Proficient I.V. skills.	<b>Immediate Care</b>	<b>Palm Springs</b>	<b>1-PD</b>
<b>10-0122</b>	<b>CASE MANAGER-FLOAT</b> - Monitors and reviews concurrently all hospitalized patients for medical appropriateness, makes recommendations for alternative levels of care, identifies potential barriers or delays in service, and facilitates discharge planning activities.	Current California RN license. Minimum of 5 years acute hospital experience including telemetry and a broad knowledge of nursing disciplines. Two years minimum management/leadership experience preferred. Chart review and analysis experience required. Current California driver's license and proof of auto insurance.	<b>Case Mgmt</b>	<b>Palm Springs</b>	<b>1-FT</b>
<b>10-0163</b>	<b>MEDICAL ASSISTANT</b> – Assists physicians within scope of practice.	High school diploma or equivalent. Graduate of a certified Medical Assistant program. One year recent experience in a physician's office or clinic setting. Phlebotomist certification or experience required. BLS certification required. Computer skills. No MA test required.	<b>Care Mgmt</b>	<b>Palm Springs</b>	<b>1-FT</b>
<b>CONTINUOUS</b>	<b>INTENSE CASE MANAGER</b> – Team leader for a multidisciplinary group caring for high risk patients. Must be able to make telephonic and onsite assessments of patient needs and communicate to the appropriate physicians. Work with home health and identify inadequate support systems for patients.	Current California RN or LVN license. Current driver's license and proof of automobile insurance. Must have extensive Med-Surg, ER and/or ICU experience.	<b>ICM</b>	<b>Palm Springs</b>	<b>1-FT</b>

<b><u>10-0183</u></b> <b><u>10-0184</u></b>	<b><u>RN, DISEASE MANAGER</u></b> - Provides care coordination, education, counseling and on-demand information to patients with chronic disease/high risk who have been enrolled in a condition specific program. Responsible for coordinating certain operations of the Heart Failure/CAD/COPD Programs, including collaboration of services with the patient, physicians, nursing staff, case managers, social workers, home health infusion services, cardiac rehabilitation and the emergency department to facilitate management of the patient.	Current California RN license. CPR/BLS certification required. Minimum of 3 years recent experience in cardiology, telemetry, critical care, home health or case disease management. CCM desirable. Strong medical knowledge /competence in chronic disease pathophysiology, polypharmacy, clinical assessment and patient/family education.	<b>Disease Mgmt</b>	<b>Cathedral City</b>	<b>2-FT</b>
<b><u>10-0160</u></b>	<b><u>RN, DIABETIC EDUCATOR</u></b> - Assists in developing and implementing protocols for Educational and Clinical Programs for DOHC.	Current CA RN license, BLS certification and CDE certified. Minimum of one year clinical experience and minimum one year experience in patient education. Computer knowledge of Microsoft Window, Word & Excel. Available to work evenings & Saturdays as appropriate to program needs. Current California driver's license and proof of auto insurance.	<b>OutReach Services</b>	<b>Cathedral City</b>	<b>1-FT</b>
<b><u>10-0161</u></b>	<b><u>SOCIAL WORKER</u></b> - Assesses the psychosocial and economic needs of the patient/family unit, defines social goals for alleviating these needs and helps provide both the counseling and casework needed to meet these goals. Evaluates patient's psychosocial needs to promote quality care and cost-effective outcomes for patients requiring complex outpatient care.	Masters of Social Work. Licensed Clinical Social Worker preferred. Minimum one year healthcare experience in social work. Understands insurance and community resources. Current California driver's license and proof of auto insurance.	<b>Home Health</b>	<b>Cathedral City</b>	<b>1-PD</b>
<b><u>10-0179</u></b> <b><u>10-0180</u></b>	<b><u>RN, CASE MANAGER</u></b> - Plans, organizes and directs home care services for case load patients. Initiates the plan of care and makes the necessary revisions as the patient status and needs change. Oversees the care of the patients, coordinates nursing visits, serves as a resource to other staff and discharges patients once plan of care has been met.	High school diploma or equivalent. Current California RN license. Minimum of 1 to 2 years recent acute experience required. Minimum of 2-5 years in Home Health preferred. Basic computer skills. Knowledge of Word, Excel and McKesson a plus. Current BLS certification. Current California driver's license and proof of auto insurance.	<b>Home Health</b>	<b>Cathedral City</b>	<b>2-FT</b>
<b><u>10-0120</u></b> <b><u>10-0181</u></b> <b><u>10-0182</u></b>	<b><u>RN, FIELD NURSE</u></b> - assists in planning, organizing and directing home care services, may initiate the plan of care and make necessary revisions as the patient status/needs change. Communicates with Case Managers and interdisciplinary team as needed.	High school diploma or equivalent. Current California RN License and BLS certification. Minimum of 1-2 year's recent acute care experience. Minimum 1-3 years home health experience preferred. Basic computer skills: Excel, Word or McKesson as plus. Current California driver's license and proof of auto insurance.	<b>Home Health</b>	<b>Cathedral City</b>	<b>1-FT</b> <b>2-FT</b> <b>Wkends/</b> <b>12hr.</b> <b>shifts</b>
<b><u>10-0178</u></b>	<b><u>LVN – PEDIATRICS</u></b> - Assists patients within scope of practice and under the direction of the provider.	High school diploma or equivalent required. Current California LVN license required. Recent clinical experience (at least one year) in an acute care facility or physician's office setting. Pediatric experience preferred. BLS certification, proficient IV skills/preferred IV/Phlebotomy certification.	<b>Pediatrics</b>	<b>Bermuda Dunes</b>	<b>1-FT</b>

<b>10-0104</b>	<b>RN – VASCULAR SURGERY-</b> Assist physician with ordered procedures. Medication administration in all forms except intravenously. Starting IV when needed. Handle heavy phones and patient load. Cover back office when needed with vitals, EKG's, immunizations and all documentation.	Current RN California license. Current BLS certification. At least 3 year recent clinical experience in an acute facility or physician's office. Excellent communication and clinical skills. IV certification required. <b>Bilingual/Spanish</b> a plus.	<b>Surgery</b>	<b>Rancho Mirage</b>	<b>1-FT</b>
<b>10-0165</b>	<b>NEXT GEN TRAINING SPECIALIST II-</b> Analyzes system needs and provides appropriate education and guidance to clients, end-users and employees on Next Gen software per DOHC protocols.	Bachelors degree in Computer Sciences or other applicable discipline required. Minimum of 8 years experience in training or education and computer sciences filed. Strong computer skills in Windows based software use and some medical terminology required. Current California driver's license and proof of auto insurance.	<b>Next Gen Support</b>	<b>Palm Springs</b>	<b>1-FT</b>
<b>10-0142</b>	<b>NEXT GEN TECHNICAL SPECIALIST II -</b> Provides technical support to Next Gen EPM an EMR system.	High school diploma or equivalent required. Bachelors preferred. Minimum 2 years experience in software management and use. Expertise in application management similar to Excel macros development/Access, SQL or other database management tools. Current California driver's license and proof of auto insurance.	<b>Next Gen Support</b>	<b>Palm Springs</b>	<b>1-FT</b>
<b>10-0154</b>	<b>PERSONAL CARE COORDINATOR –</b> Acts as customer service advocate for members, providers and health plans and as a one point of contact within the organization for assigned senior members. Actively assists with referrals, resolution to member concern/issue. Primary Care Provider designation, complaint/question handling, health risk assessments, basic health education coaching, provision of health education literature and answers general questions.	High school diploma or equivalent required. MA or LVN preferred. Minimum of 2 years experience in a medical setting (physician office, Health Plan or hospital). Knowledge and experience with computer and word processing programs. Current knowledge of medical coding and/or medical terminology. Current California driver's license and proof of auto insurance. Willing to work an occasional weekend/weekend day. No MA. Test required.	<b>Customer Service</b>	<b>Palm Springs</b>	<b>1-FT</b>
<b>10-0186</b>	<b>CODER II -</b> Responsible for performing Auditing and Coding functions for DOHC providers.	High school diploma or equivalent required. Current Coding Certification through AHIMA, AAPC or other official coding organization. Minimum 2 years coding experience or completion of a formal coder training program. Knowledge of ICD 9 and HCC codes preferred. Excellent computer skills using Windows based programs. Valid California driver's license and proof of insurance.	<b>Coding</b>	<b>Palm Springs</b>	<b>1-FT</b>

**Desert Oasis Healthcare Affiliate FAMILY HOSPICE CARE job openings:**

*At Family Hospice Care our goal is improving the quality of life when the quantity of life is limited.*

Req. #	Position Title & Details	Requirements	Department	Location	Status
<b>10-0134</b>	<b>R.N., TRIAGE</b> - Provides telephonic triage and direct patient care after normal business hours. Responsibilities includes: following the plan of care, providing treatments, and working collaboratively with the members of the team to help meet positive patient care outcomes while directing and supervising LVNs.	Current California RN license. Minimum 1 year experience as a professional nurse within the last 3 years. Preferred experience in hospice or home health setting. Valid CA driver's license and proof of auto insurance.	Hospice	Palm Springs	1-PD (wkends)
<b>10-0143</b>	<b>R.N., ADMISSIONS</b> - Presents FHC services and philosophy to patients and families in a manner that results in the admission of appropriate patients.	Current California RN license. Two to three years hospice or home health nursing experience. Valid CA driver's license and proof of auto insurance.	Hospice	Palm Springs	1-FT
<b>10-0140</b>	<b>R.N., TEAM MANAGER</b> - Evaluates and coordinates the various members of the interdisciplinary team to assure continuity of care from admission to discharge.	Current California RN license. Minimum 1 year experience as a professional nurse within the last 3 years. A minimum of 3 years hospice experience. Valid CA driver's license and proof of auto insurance.	Hospice	Palm Springs	1-FT
<b>10-0144</b>	<b>R.N., CASE MANAGER</b> - Identifies the physical, psychological, social and spiritual needs of the patient and family. Initiates appropriate intervention and support for the patient and family upon admission and provides a continuously appropriate, comprehensive and responsive plan of care.	Current California RN license. Minimum of one year experience as a professional nurse within the last three years. Previous experience in hospice or home health preferred. Valid CA driver's license and proof of auto insurance.	Hospice	Palm Springs	1-FT
<b>10-0119</b>	<b>LVN</b> - Provides direct patient care under the supervision of a R.N. Duties include following plan of care, providing treatments in coordination with team members and responding to urgent family/patient calls. Provides timely documentation, assesses/ provides education relative to diagnosis/care.	Current California LVN license with one year experience. Knowledge of primary medical and nursing care principles/practices. Valid CA driver's license and proof of auto insurance.	Hospice	Palm Springs	1-PD
<b>10-0145</b>	<b>QUALITY ASSISTANT</b> - Assists with auditing activities of the QAPI program as directed.	Current California RN or LVN license. Minimum of 1 year clinical experience required. Quality Assurance experience preferred. Proficient with Windows based software including Word & Excel. Valid CA driver's license and proof of auto insurance.	Hospice	Palm Springs	1-FT