

Position Title: Clinical Quality Care Coordinator

Position Type: Full-time

Location: Williamson Health & Wellness Center

Work Hours: 40 hours per week

Job Objective :

The Clinical Quality Care Coordinator assists the Chief Medical Officer in clinical quality initiatives to advance the quality of care delivered to patients. This position must work collaboratively with providers including primary care, behavioral health and specialist providers.

Position Responsibilities/Essential Duties:

- Coordinate the collection of all site clinical quality measure data, including but not limited to Meaningful Use, NCQA, CMS data reporting, PCMH, internal chart audits, quality reports, other data for internal quality improvement projects;
- Assist with UDS reporting
- Report clinical quality measures to supervisor, staff, patients, and other regulatory agencies;
- Work with the Clinical Director and Chief Medical Officer to develop, execute, and monitor Clinical Quality Improvement Plan for Williamson Health & Wellness Center;
- Assist with management of best practices care for patient populations-emphasis as determined by the CMO (e.g. Patient population: women overdue for pap smear; best practices: system of reminders-phone, email, mail, pre-visit planning to identify women overdue for pap smear, coordinating with primary care providers to facilitate visit);
- Promote clear communication amongst a care team and treating medical providers by ensuring awareness regarding patient care plans;
- Facilitates health and disease patient education; supports patient self-management of disease and behavior modification interventions;
- Stay abreast of best practices in primary care;
- Educate providers of updates
- Develop quality measures as dictated by required agencies
- Develop best practices as defined by best available evidence and in concert with the CMO
- Assist as needed in the execution of quality improvement action plans (e.g. Completing pre-visit planning to help with care coordination);
- Measures patient and quality outcomes against organizational goals and industry standards;
- Other projects and duties as assigned.
- Supports the Mission, Values and Vision of Williamson Health & Wellness Center.

Education/Qualifications/Experience :

Education

- High School Diploma or equivalent
- Bachelor's Degree in nursing is highly preferred.

Qualifications

- Registered Nurse

Experience

- One year of experience is preferred-preferably related to primary care, community health nursing, rural nursing and/or ambulatory care nursing. Emphasis on primary care services (prevention, intervention, maintenance/support);
- Previous experience with electronic health records.

Closing Date: Until filled
