

Job Description

Admissions Nurse

Position	Admissions Nurse
Role Overview	<p>Responsible for the implementation and coordination of care from the initial referral to admission.</p> <p>Reports to the Admissions/PC Coordinator</p>
Location	Owensboro, KY
Core Responsibilities	<p>The responsibilities of this position enumerated below, involve significant physical activities including standing, sitting, lifting (up to 50 pounds unassisted), bending, stooping, pushing, pulling, twisting, manual and finger dexterity and eye-hand coordination. May be exposed to infectious waste/diseases, to include but not limited to TB, AIDS, COVID, and Hepatitis B viruses. Must be willing to work beyond normal working hours and on weekends and holidays when necessary.</p> <p>DUTIES:</p> <ul style="list-style-type: none"> - Communicates daily with the Admissions/PC Coordinator - Meets with patients and families to explain Hospice services - Assesses and evaluates potential patients for hospice eligibility for admission - Completes all portions of admission process, including but not limited to, safety assessment, consulting with attending physician, assigning the interdisciplinary team to the new admission, coordinating all procedures within state/federal regulations - Other duties as needed
Qualifications Needed	<ul style="list-style-type: none"> - Graduate of an accredited School of Nursing - Current Kentucky RN license required - Hospice experience preferred - Must be able to pass background checks
Skills Required	<ul style="list-style-type: none"> - Communication Skills: Ability to convey information, both written and verbal, clearly and effectively and be able to work in a team - Must exemplify the core values of HPC, which include: hard-working, thorough, accountable, joyful, lighthearted, humorous, fun, eager to serve with compassion, respectful, encouraging, and empowering to everyone, including self
Compensation & Benefits	Part-time (Monday, Tuesday, Thursdays from 8:30am – 4:30pm)