

Job Description

Company: Nebraska Health Network

Division: Clinical

Job Title: Clinical Coordinator
Management and Innovation

Reports to: Director of Population Health

General Summary: The NHN Clinical Coordinator is responsible for assisting network clinics in managing the overall health of attributed populations and helping the NHN and its partners achieve success in value-based contracts. This position will be responsible for understanding the NHN value-based contracts and analyzing data to assess quality, utilization and cost opportunities. Through strong relationships with network partners, the Clinical Coordinator will engage regularly to promote NHN clinical priorities and disseminate performance reports and dashboards. In addition, the NHN Clinical Coordinator will assist embedded care managers and provide clarity and supporting education regarding priorities when needed. Each NHN Clinical Coordinator will have additional area(s) of expertise and will be able to present information and support NHN team members. NHN provides an opportunity to work in a hybrid home/office setting and impact health care outcomes through unique avenues other than direct patient care.

Education: Bachelor's degree in Nursing required. Direct experience with health care administration, policy, quality performance or value-based programs preferred.

Experience:

- Minimum of 3-5 years of experience in health-care planning and operations.
- Experience in performance improvement and project management preferred.
- Experience with clinical databases and data management.
- Experience in inpatient or ambulatory settings preferred.

Knowledge/Skill/Abilities:

- Knowledge of key processes within the health-care system
- Experience with clinical databases and data management
- Excellent interpersonal skills and networking/relationship-building capability.
- Effective verbal and written communication required.
- Strong analytical and organizational skills with the ability to multi-task, prioritize and function independently.
- Self-starter and self-motivated.
- Demonstrated ability to work effectively with physicians, administrators and other health-care professionals.
- Ability to present complex data to physicians and other health-care professionals.
- Holds self and others accountable to high performance standards.
- Flexible and adaptable to change with a rapidly changing health-care environment.
- Strong collaborative skills.
- Proficiency in using Microsoft Office products, including Word, Power Point, Excel, etc.

Licensure/Certification: Based upon professional and state requirements

Essential Job Functions:

- Understands and demonstrates competency across all value-based contracts (metrics, trends and success factors).
- Understands and demonstrates competency across Accountable Care Organization topics and policies.
- Establishes relationships and acts as a trusted resource for network physicians and clinic personnel to advance the value-based priorities of the network.
- Work with data and analytics team to produce aggregate practice reports (gap closure) and identify opportunities for targeted, scalable intervention.
- Utilizes data and evidence-based research to identify practice variability and define targeted and scalable initiatives for review by NHN Value-based Performance Advisory Committee (VB-PAC).
- Works closely with Embedded Care Managers and other clinic personnel to help their clinics achieve success.
- Organizes and facilitates routine meetings—scheduling, developing agendas, developing/compiling meeting content, sending meeting notices and attendance tracking.
- Meets at least quarterly with assigned clinics to discuss value-based contract performance reports and NHN clinical priorities.
- Creates, communicates and distributes education to clinic staff and providers based on clinical priorities.
- Participates in mandatory meetings, in-services and/or CE programs as mandated by policies and procedures and as directed by management.
- Actively seeks out and participates in value-based contracts and Accountable Care Organization ongoing education
- Participates in value-based contract's contractual agreements
- Acts as content expert for 1 or more assigned priorities and is able to be primary resource for clinical team and non-assigned clinics
- Follows and understands the mission, vision, core values, standards and company policies/procedures.
- Assesses social determinants of health and effectively communicate to team.
- Researches to identify best practices.
- Other duties as assigned.

WEIGHT DEMANDS				
Sedentary Work: Exerting up to 10 pounds of force. Sitting most of the time. Walking and Standing are required only occasionally				X
Light Work Exerting up to 20 pounds of force				
Medium Light Work Exerting up to 35 pounds of force				
Medium Work Exerting up to 50 pounds of force				
Medium Heavy Work Exerting up to 75 pounds of force				
Heavy Work Exerting up to 100 pounds of force				
Very Heavy Work Exerting in excess of 100 pounds of force				
PHYSICAL ACTIVITY				
	Not necessary for the position (0%)	Occasionally Performed (1%-33%)	Frequently Performed (34%-66%)	Constantly Performed (67%-100%)
Balancing		X		
Climbing		X		
Carrying		X		
Crawling		X		
Crouching		X		
Distinguish colors		X		
Fingering/Touching				X
Grasping			X	
Hearing				X
Keyboarding/typing				X
Kneeling		X		
Lifting		X		
Pulling/Pushing		X		
Reaching			X	
Repetitive Motions			X	
Seeing/visual				X
Sitting			X	
Speaking/talking				X
Standing		X		
Stooping/bending		X		
Twisting		X		
Walking		X		
Job Hazards	Not Related	(1%-3x3%) Rare	(34%-66%) Occasionally	(67-100%) Frequent
Chemical agents (<i>Toxic, Corrosive, Flammable, Latex</i>)	X			
Biological agents (<i>primary air born & blood borne viruses; Jobs with Patient contact; BBF</i>)	X			
Physical hazards (<i>noise, temperature, lighting, wet floors, outdoors, sharps; more than ordinary office environment</i>)	X			
Equipment/Machinery/Tools	X			
Explosives (<i>pressurized gas</i>)	X			
Electrical Shock/Static	X			
Radiation Alpha, Beta and Gamma (<i>particles such as X-Ray, Cat Scan, Gamma Knife, etc.</i>)	X			
Radiation Non-Ionizing (<i>Ultraviolet, visible light, infrared and microwaves that causes injuries to tissue or thermal or photochemical means</i>)	X			
Mechanical moving parts/vibrations	X			
Other:	X			