

# Modoc Medical Center

## JOB ANNOUNCEMENT

**Final Filing Date:**

Open Until Filled

**Enhanced Care Coordinator**

**Full Time  
Canby Clinic**

**Wage Rate:**

\$21.32 - \$32.25  
Dependent on Experience

Modoc Medical Center has an opening for a full-time benefited Enhanced Care Coordinator at our Canby Clinic. Under the direction of the Clinic Manager, the ECM Coordinator is responsible for the establishment and ongoing management of relationships between the patient and provider teams at Canby Family Practice Clinic and Partnership to implement and facilitate a Patient Centered Medical Home (PCHM) model. This model utilizes a team approach focused on a continuous partnership between the patient, caregiver, physician, hospital, and community resources to provide longitudinal, coordinated care for patients.

**Applicant must demonstrate competency in the following areas:**

- Collaborates with members, family/caregivers, multi-disciplinary team, providers, and community services to develop a comprehensive care plan and promote timely access to care.
- Coordinates continuity of members care with external healthcare organizations and facilities. Works with care team to help manage referral, coordination, and follow-up to needed services and supports.
- Works with the members care team to conduct a comprehensive assessment and develop and update a care plan for each member as a liaison between provider and patient and through the healthcare system by acting as a patient advocate.
- Shares information and reports with the health plan and submits claims or invoices.
- Promotes clear communication amongst a care team and treating clinicians by ensuring awareness regarding patient care.
- Consults with community agencies and/or resources to identify potential resources for resolving patients' health and related issues.
- Communicates appropriately, respectfully, and clearly to directors, managers, and team members. Accepts direction as provided within the chain of command.
- Conducts ongoing outreach and engagement with each member, primarily through in-person contact, or the members preferred method of communication
- Provides services to help set up proper transportation if needed for appointments with outside transportation vendors.
- Supports the members in making healthy choices and strengthening skills that allow them to better manage their condition.

**Qualifications & Job Requirements (but not limited to):**

- High School diploma or equivalency exam required.
- Current CPR certification.
- Two years professional experience in a health care environment preferred.
- Care coordination or case management experience is desirable.
- Experience with health IT systems is desirable.
- Is able to communicate in English both verbally and in writing. Can see and hear adequately to perform functions of the job.
- Experience leading and teaching individuals and groups.
- Ability to foster a team environment.

**Application Process:**

If interested, apply online at [www.modocmedicalcenter.org](http://www.modocmedicalcenter.org)  
Modoc Medical Center - Human Resource Department.  
P.O. Box 190 – Alturas, CA 96101