



# Modoc MEDICAL CENTER

## Job Announcement

Join a Team That Lifts You Up. Live a Life That Fulfills You. Discover What Modoc County Has to Offer.

## CARE COORDINATOR

Full-Time | On-site

Wage: \$20.92-\$30.57/hr | Dependent on Experience

Modoc Medical Center (MMC) is accepting applications for a Full-Time Care Coordinator at the Rural Health Clinic in Alturas, CA. The Care Coordinator works under the direction of the Clinic Manager to coordinate patient care, facilitate communication between patients and provider teams, and support the Patient Centered Medical Home (PCMH) model. This position plays a key role in ensuring continuity of care, managing referrals, and assisting patients in navigating the healthcare system.

### Responsibilities

- Coordinate patient care and referrals across providers and services
- Serve as a patient advocate and care navigator
- Monitor outgoing referrals for scheduling and follow-up
- Communicate patient information to staff and external agencies
- Support daily care team coordination and clinic workflows
- Maintain accurate records and patient confidentiality
- Answer phone calls and assist patients professionally

### Qualifications

- High school diploma or equivalent required
- Current CPR certification required
- Two years of healthcare experience preferred
- Care coordination or case management experience desirable
- Experience with health IT systems preferred
- Strong communication and organizational skills

### Benefits

- Relocation Assistance up to \$5,000 for eligible applicants
- Comprehensive Insurance Package: Medical, Dental, Vision, Life & AD&D
- Retirement: 457(b) plan with employer match & LIUNA Pension
- Work-Life Perks: PTO, EAP, longevity bonuses, & uniform allowance
- Education & Discounts: Tuition assistance + free care for employee/dependents after insurance

**Apply Online at [www.modocmedicalcenter.org](http://www.modocmedicalcenter.org)**

Modoc Medical Center Human Resources Department  
P.O. Box 190 • Alturas, CA 96101