



TITLE: OASIS NURSE SUPERVISOR - RN

REPORTS TO: PRESIDENT & CHIEF EXECUTIVE OFFICER

POSITION SUMMARY:

Plans, organizes, and directs the delivery of clinical programs to patients in the Agency's service area. Participates as a member of the Senior Management team in setting goals, objectives and development of strategies. Adheres to all Agency policies including but not limited to the Confidentiality Agreement, Personnel Policies, and Clinical Policies and Procedures, HIPAA Privacy/Security and WISP. Adopts the Lean Healthcare philosophy to follow through with using the Lean Tools and Lean Management.

RESPONSIBILITIES:

- Works with the President in setting goals and strategic objectives, consistent with organizational needs and priorities.
- Conduct and Completes OASIS Assessments (Start of Care, Resumption of Care, Re-certifications, and Discharges) on agency patients.
- Plans, organizes, coordinates, directs, implements, and evaluates clinical oasis of the Agency.
- Works in close collaboration with the Senior Management Team to align clinical operational strategies and clinical program initiatives. Provides clinical perspective during decision-making.
- Interacts with external organizations as clinical operations representative for the Agency.
- Develops budget and is responsible for financial aspects of clinical operations to assure that all levels of volume/productivity/PPS statistics are consistent with the Agency budget.
- Develops clinical competencies.
- Translates policies into operational practice for team members.
- Keeps current with industry standards and assures that policies/guidelines reflect the new/revised standards.
- Provides staff training related to documentation including OASIS, CHAP, State and Federal Regulations
- Manage a team of Oasis RN Clinicians.
- Collaborates with other departments to evaluate and improve processes that have been identified using the LEAN methodology.
- Assist in the development of clinical policies and procedures and ensure that written clinical materials are accurate and updated regularly.
- Ensure patient care to be of the highest quality, efficiency, and effectiveness by providing guidance, direction, and oversight to clinicians.
- Make home visits as required to mentor, train and assess individual clinician's job performance and skill competency and to evaluate patient satisfaction, workflows and compliance.
- Responsible for patient oversight, including knowing which patients need recertification and which patients should be discharged.
- Ensure that all referrals are accounted for, insurance checked for accuracy and that it is accepted by the Agency and any prior authorizations done as needed to insure payment.
- Responsible for assigning all referrals to the proper discipline and initial visits are done timely.

- Collaborates with the Vice President of Clinical Excellence and other members of Senior Leadership to ensure quality services and CMS requirements are met.
- Collaborates with Senior Leadership to attain benchmarks that place the BVNA in a superior status.
- Effectively implements Conditions of Participation (COP). Translates COP into operational practice. Assures that policies/guidelines reflect the current COP's. Implements the Department of Public Health Conditions of Participation. Educates team members to understand and meet the COPs. Keeps current on DPH regulations. Coordinates the DPH survey process. Provides input for new policies and procedures to comply with regulatory agencies and other program standards.
- Oversees and participates in annual clinical policy and Agency policy reviews.
- Attends Senior Management team meetings as need and provides clinical operational data and perspective during the decision-making process.
- Participates in the preparation of the Annual Agency Evaluation and may present at the Patient Safety & Quality Task Force.
- Demonstrates skill with the EMR (Netsmart), Home Health Gold and SHP.
- Works with the Vice President of Human Resources to meet expectations with regard to loss prevention, employee education, job safety analysis, compliance with OSHA standards and accident reporting and investigation.
- Keeps employees properly focused on individual, department and Agency goals. Identifies and assists employees in their endeavor to achieve goals.
- Represents the Agency on internal and external committees, at community and industry organization, as assigned or requested.
- Performs other related duties as assigned or directed.

MANAGERIAL RESPONSIBILITIES:

Directly supervises the Registered Nurse Oasis Clinicians.

Carries out responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training; planning, assigning, and directing work; appraising performance; evaluating competencies; addressing complaints and resolving problems.

QUALIFICATIONS:

- Possesses current Massachusetts license as a Registered Nurse
- Master of Science Degree in Nursing or equivalent clinical degree preferred.
- Prior experience as an educator and knowledge of Oasis and ICD codes.
- Managerial or supervisory experience in a home care setting preferred.
- History of leadership experience in health care delivery in home care.
- Progressively responsible managerial experience in community health nursing.
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- Understands and is able to interpret the Medicare Conditions of Participation for Home Health.

STANDARDS:

Demonstrates a commitment to the provision of superior home health services, community education, and health promotion outlined in the Mission Statement, and to our values. Demonstrates skills to assist clinicians and to follow through to meet deadlines and timeframes.

All employees of BNVA are expected to display the highest standards of service excellence and embody the BVNA's

motto of “More than you’d expect from home care.” In order to do so, the BVNA’s values (shown below) will be demonstrated throughout the course of each employee’s daily activities. As each employee’s roles and responsibilities may be unique, these values will also be demonstrated in a way that is unique, but supportive of the employee’s overall goals and the BVNA’s mission and vision. Specific expectations will be made and agreed upon between the employee and his/her manager at the time of hire and throughout the year as needed.

TEAMWORK	Through teamwork, we are committed to achieve great things.
EXCELLENCE	We are professionals achieving exceptional results.
COMPASSION	We are accountable and responsible for the success of the Agency.
COMMUNITY	It’s all about you!

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment is usually moderate.