



Harbor-UCLA
MEDICAL CENTER

Utilization Review Department

Registered Nurse II

Salary: \$6,707.32 - \$9,771.26 Monthly

Vacancy Announcement

Position Information: Harbor-UCLA Utilization Review (UR) Department is seeking a highly qualified Registered Nurse II to fill the position of a UR nurse who is responsible for doing clinical reviews to ascertain the medical necessity for admission, continued stay, appropriateness of the level of care and length of stay. This position requires extensive knowledge of disease processes, diagnostic procedures and treatment modalities of patients with various medical conditions. This position requires analysis, printing and quality checking of UR reports. The ideal candidate should be computer literate and be familiar with Microsoft Excel and ORCHID Discern Analytics. This position reports to a Supervising Staff Nurse I and/or Nurse Manager.

Responsibilities Include But Are Not Limited To The Following:

- Performs 100% review of all medical records for appropriateness of admission, continued hospital stay, severity of illness and intensity of services using the InterQual criteria, and screens medical records for quality of care and risk management issues.
- Acts as liaison between third party payers and the hospital to generate revenue, using an established criterion and support the hospital Utilization Review. Collaborates with treating physicians and third-party payers to assess, plan, implement and evaluate options and services required to meet the patient's health care needs.
- Communicates and collaborates with multidisciplinary team regarding the continuum of the patient's care.
- Assists in obtaining authorization for treatment/admission from Pre-Paid Health Plans (PHP), and coordinates transfers of stable patients as determined by the attending physician, in a timely manner.

Desirable Qualifications:

- Excellent attendance and BSN
- Computer literate with knowledge of Microsoft Excel and ORCHID Discern Analytics
- Excellent written/verbal communication and typing skills, and able to work independently
- Extensive knowledge of disease processes, work-up procedures, treatments and prognosis
- Self-motivated, detail oriented and able to work with minimum supervision
- Minimum three years' of recent full-time experience as an RN in an acute medical/surgical or critical care unit
- Minimum two years' experience in Utilization Review in an acute medical/surgical setting

Candidates must currently hold a permanent County of Los Angeles payroll title of Registered Nurse II to be considered for a transfer or are reachable on a DHS certification list to be considered for a promotion or as a new hire.

The most qualified candidates will be contacted for an interview. Interested candidates must submit a cover letter, resume, the last two performance evaluations, and a prime variance time report for the last two years to:

[Aida M. Brimbuela, RN, BSN \(abrimbuela@dhs.lacounty.gov\)](mailto:abrimbuela@dhs.lacounty.gov)

Director, Utilization Review Department

Harbor-UCLA Medical Center

1000 W. Carson St. F-10 Box 448

Torrance, CA. 90509

Phone (310) 222-2047 Fax (310) 222-5498

Resumes will be accepted until the needs of the department are met.

****This is not a civil service examination****

08/05/19