



Vacancy Announcement
Registered Nurse I (Stroke Coordinator)
Salary: \$6,384.26 - \$9,300.66 Monthly

POSITION INFORMATION: LAC+USC Medical Center is seeking a highly qualified individual to fill the position of a Registered Nurse I. Under general direction, this position provides administrative and clinical support and coordination services for the Stroke Program, collaboratively ensuring compliance with local and national program and clinical requirements in conjunction with physician Stroke Directors and other members of the Stroke team. This Registered Nurse I will report to the stroke program manager for non-clinical duties and to the physician stroke directors for clinical duties.

RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- Works collaboratively with physician, nursing, and administrative staff to develop and implement policies and procedures to ensure compliance with clinical and administrative regulations for the Stroke Program.
- Initiates requests for supplies, services, and personnel to support the Stroke Program.
- Collaboratively develops and controls the budget for the Stroke Program, ensuring appropriate distribution and allocation of resources.
- Designs and develops educational programs in consultation with relevant staff to assist meeting compliance for the Stroke Program.
- Works with staff to publicize, organize and implement Stroke Program requirements.
- Conducts surveys (including pre/post training surveys) to evaluate effectiveness of programs implemented
- Initiates and conducts meetings and trainings to promote or support Stroke Program initiatives.
- Provides oversight for data entry into "Get with the Guidelines", "Emergency Medical Services", and other applicable databases.
- Ensures integrity of data through design and implementation of appropriate data validation procedures.
- Compiles statistical data and provides preliminary data analysis, making recommendations for improvements in programs.
- Designs administrative and statistical reports for various program evaluations as assigned, including quality improvement initiatives.
- Confers with relevant staff on program needs, trends and analysis.
- Attends Stroke patient rounds with physician staff.
- Attends Stroke Team Activations when possible.
- Manages empaneled/assigned patient population in consultation with physician leads.
- Assists with follow-up care in the outpatient setting, including stroke clinic and mandated follow up phone calls.
- Performs any other duties as assigned.

DESIRABLE QUALIFICATIONS:

- Recent clinical experience in case management of vulnerable populations and clinical experience caring for patients with neurological conditions in the acute care setting
- Experience in program planning, implementation and evaluation
- Proficient clinical skills, emergency knowledge base and experience as a clinical resource
- Ability to collaborate effectively in a dynamic and academic health care environment
- Bilingual or multilingual ability

Candidates must currently hold a permanent County of Los Angeles payroll title of Registered Nurse I 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:

Irene Ortiz, Administrative coordinator

Phone: (323) 409-7411

e-mail: IOrtiz@dhs.lacounty.gov

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

This Is Not A Civil Service Examination

06/25/20