



**Human Resources**  
**P.O. Box 1118**  
**Okmulgee, OK 74447**

**POSITION:** RN Care Manager-Sapulpa  
**VACANCY ANNOUNCEMENT:** CN-22-115

**STARTING SALARY:** Negotiable  
**CLOSING DATE:** Open Until Filled

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The Muscogee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscogee (Creek) Nation. MCNDH is an integrated system of six health centers, an Express Care Clinic, two hospitals, a physical rehabilitation center and nine comprehensive community health programs Offering services across the lifespan including pediatrics, family medicine, nursing, dental, laboratory, radiology, pharmacy, behavioral health, emergency medical, audiology, nutrition, physical therapy and optometry.

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**DESCRIPTION OF ASSIGNMENT:** The purpose of this position is to provide case management to patients needing chronic care management and transitional care management in the clinic setting. Incumbent monitors patient progress and coordinates clinic and community resources to assist patients in reaching healthy outcomes. This position is located at the Sapulpa Indian Health Center in Sapulpa, OK.

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**REQUIREMENTS:** Candidates must meet the following requirements:

A Bachelor's Degree in Nursing (BSN) received from an accredited school of professional nursing is preferred. A minimum of one (1) year related experience in a relevant job position. Must possess current State of Oklahoma Nursing licensure and Driver's License. Incumbent must be insurable. Certification as a Diabetes Educator (CDE) would benefit potential incumbent. **It is the policy of MCNDH for all employees to comply with the COVID-19 vaccination program.**

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**EVALUATION METHODS:** Applicants who meet the requirements described above will be evaluated to determine the extent to which they possess or have the potential to acquire knowledge, skills, abilities and personal characteristics, (KSAP's) required of this position. Applicants should address the following KSAP's on a separate attachment to their application.

1. Professional knowledge of nursing care principles, TQM ethics, practices and process required to assess nursing needs of assigned patients.
2. Knowledge of diabetes and its relation to cardiovascular disease and associated abnormalities.
3. Ability to develop, implement and evaluate a treatment plan to meet the need of assigned patients.
4. Ability to provide patient services in accordance to established protocol and guidelines set forth by the Diabetes Program.
5. Ability to utilize a personal computer and its applications in a Windows environment.
6. Ability to communicate courteously and effectively with patients and their families, medical and administrative staff, health care professionals and the general public both orally and in writing.

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**APPLICATION PROCEDURES:** Apply online at [Department of Health Application](#).(Current employees must use a transfer request form available on the intranet home page under forms). The KSAP's as outlined in the Evaluation Methods section should be addressed, but are not required. For further information, call Jeremy Smith at (918) 762-0302. The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

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Staffing Coordinator

Date