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

POSITION: CHS Care Case Manager – Okemah
STARTING SALARY: Negotiable
VACANCY ANNOUNCEMENT: CN-24-176
CLOSING DATE: Open Until Filled

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, three 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.

DESCRIPTION OF ASSIGNMENT: The purpose of this position is to facilitate and expedite CHS referrals throughout the Muscogee (Creek) Nation Department of Health by providing day-to-day management for individual patients within the CHS system. This position is located at the CHS Office in Okemah, OK.

REQUIREMENTS: Candidates must meet the following requirements:
Completion of a Medical Assistant or Licensed Practical Nursing program or similar training received from a Vo-Tech or equivalent. A minimum of one (1) year related experience in a relevant job position. Valid BLS certification. CMA certification or LPN license is preferred.

APPLICATION PROCEDURES: Apply online at www.creekhealth.org. (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 Tracy Watters at (918) 762-0307. The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

Staffing Coordinator Date