



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

POSITION: Diabetes Case Manager-Okmulgee
VACANCY ANNOUNCEMENT: CN-24-177

STARTING SALARY: Negotiable
CLOSING DATE: Open Until Filled

The Muscokee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscokee (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 provide diabetes self-management education and to organize, coordinate, and implement preventive services throughout the MCNDH clinics in an integrative team-care approach with providers. The incumbent will work with team members of the Diabetes Prevention and Management Program and other MCNDH clinic staff to accomplish these services. This position is located at the Okmulgee Indian Health Center in Okmulgee, OK.

REQUIREMENTS: Candidates must meet the following requirements:

Preference: Graduate from an accredited professional school of nursing, BSN RN preferred. Three (3) years' relevant experience is preferred. Must possess current State of Oklahoma Registered Nursing License. Must be a certified Diabetes Care & Education Specialist (CDCES) upon hire or obtain certification within 3 years to maintain job position.

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. High degree of knowledge in health care delivery and quality improvement
 2. High degree of knowledge and skills in providing preventive and treatment interventions to persons with diabetes in outpatient settings including initial, routine, urgent, annual, and complication care
 3. Skill in dealing analytically and systematically with problems of organization, workflow, data systems and planning.
 4. Knowledge of ADA, IHS, MCNDH and Diabetes Program guidelines, regulations, policies, and procedures.
 5. Ability to provide case management to patients with diabetes using current diabetes care standards and team-derived clinical and educational guidelines.
 6. Ability to provide diabetes education effectively to groups and individuals.
 7. Skill in obtaining departmental information from patients.
 8. Ability to coordinate, plan and schedule program activities within the Clinic.
 9. 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.
 10. Ability to utilize a personal computer in a Windows environment.
 11. Ability to maintain a confident professional demeanor.
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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.

