

Open Position List

Position Title	Posting Date/ Deadline	Dept	Status	Brief Description	Basic Requirements
Personal Care Coordinator (PCC)	8/24/2010-9/8/2010	Personal Care	Regular Part Time (20 hrs wkly)	Registered nurse to provide Personal Care supervisory, training and assessment home visits in accordance with CLA policies and State Medicaid regulations. Complete Personal Care Screen Tool and Nursing Plan of Care. Provide in-home supervision and training of Personal Care Workers (PCW), train at PCW Orientation as needed, and complete computerized documentation accurately. Maintain a high level of customer service with regular communication with consumers, PCWs, Case Managers/Brokers, and other departments at CLA, e.g., Finance and Human Resources. Attend team and departmental meetings.	<p>Education: Registered Nurse in State of Wisconsin</p> <p>Work Experience: 3 Years nursing experience in Home Health or Community nursing</p> <p>Skills, Abilities & Attributes: Supervisory experience working with licensed and non-licensed staff, training experience, nursing assessment skills, computerized documentation skills, organizational skills and enjoy working with a team. Must have the capacity to handle difficult situations independently. Excellent communication skills are required. Must have a valid driver license and reliable mode of transportation throughout Dane County.</p>