



San Joaquin County *is recruiting for:* **Director of Nursing Case Management (Deputy Director II) San Joaquin General Hospital (SJGH)**



**San Joaquin County
Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton, CA 95202
Phone: 209-468-3370**

SAN JOAQUIN
— COUNTY —
Greatness grows here.

**Exempt Recruitment
Announcement:
0318-EH2106-EX**

THE POSITION

San Joaquin General Hospital is offering an excellent employment opportunity for an experienced health care professional who is both innovative and results oriented to assist in leading, managing, and administering a managed care program in order to coordinate patient services. The Director of Case Management, a senior management position, under the direction of the Chief Nursing Officer, provides oversight of the Case Management Department which includes Utilization Review, Discharge Planning, and Social Services; allocates department resources in an efficient and economic manner to coordinate care for a select group of patients with complex diagnoses and health care needs; and collaborates with multidisciplinary teams including outside agencies.

The ideal candidate is a motivated leader with a passion to serve economically and diverse communities, demonstrated case management experience in an acute care hospital setting, strong work ethic, administrative experience, and excellent oral and written communication skills. Possession of a current and valid California Registered Nursing license is required. Within six (6) months of hire, certification in Case Management from the Commission for Case Management must be obtained.

SAN JOAQUIN GENERAL HOSPITAL

San Joaquin General Hospital, a public hospital, established in 1857, is a 196-bed general acute care trauma center providing a full range of both inpatient and outpatient services. In addition to providing direct medical services, the hospital is active in providing education for health professionals through post-graduate residency programs in General Surgery, Internal Medicine and Family Practice and has trained over 3,000 physicians since the residency programs were established in 1932. The hospital also participates in clinical affiliations.

San Joaquin General Hospital is dedicated to a philosophy of excellence in providing health services, education and professional training in an integrated system that values quality in life, family interaction, and respect for both clients and employees.



San Joaquin County is an Equal Opportunity Employer



A land of beauty, recreation and natural riches, from the waters of the Delta to the numerous grape vineyards, San Joaquin County has it all.

San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun.

Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

EDUCATION

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and Law School, National University and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities.

The county's 17 school districts provide families with a wide choice for children's educational development.

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Make San Joaquin County your new home. Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.



AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland is dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



ARTS, CULTURE, AND RECREATION

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Micke Grove Park offers a zoo, rides and an historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



DIRECTOR OF NURSING CASE MANAGEMENT

San Joaquin General Hospital

TYPICAL DUTIES

- ◆ Plans, organizes, and directs patient care coordination activities at San Joaquin General Hospital for a select group of patients with complex diagnoses and health care needs; established and implements a Case Management program in compliance with regulatory mandates, incorporating social workers, case managers, and ancillary staff.
- ◆ Interprets federal and state regulations, contracts and agreements related to utilization review and inpatient reimbursement and makes recommendations to Hospital Administration.
- ◆ Coordinates with the Physician Chairman of the Utilization Review Committee to meet the Joint Commission requirements; educates physicians and hospital staff; established, prioritizes, and meets utilization goals.
- ◆ Trains and develops the Case Management staff to accomplish department goals and objectives; ensures prospective, concurrent, and retrospective case review and supports best practice initiatives.
- ◆ Collaborates with physicians and multidisciplinary teams in ensuring timely and coordinated discharge planning for patients.
- ◆ Provides oversight and monitoring of the department budget, analyzes data, and performs cost analysis as needed.
- ◆ Develops, implements, and reviews the Case Management/Utilization Management Plans annually.
- ◆ Identifies and implements resource reduction strategies consistent with facility strategic plan with a focus on quality outcomes, reduction of length of stay, medical necessity, and appropriate levels of care.
- ◆ Works towards reducing administrative, avoidable and denied days; provides a secondary review of cases that do not meet the established criteria.
- ◆ Provides information regarding changes in Medi-Cal and Medicare regulations and documentation issues to physicians, nurses, and others as needed.

TYPICAL DUTIES, cont.

- ◆ Analyzes physician utilization practice patterns, comparing to national and individual hospital standards; communicates findings to Utilization Review and other medical committees as needed.

For a listing of detailed job duties, visit the San Joaquin County Human Resources website at www.sigov.org/department/hr

DESIRABLE QUALIFICATIONS

Education: Graduation from an accredited four year college or university with a Bachelor's degree in Nursing, Business Administration, or closely related field.

Experience: Four years of progressively responsible Registered Nurse case management experience in an acute care hospital, which included two years of case management supervisory or management experience in an acute care setting.

License and Certification: Current certification in Case Management (*Commission for Case Manager Certification*). **Certification must be obtained within six (6) months from date of hire.**

Substitution: A Master's degree in Nursing or Business Administration, or closely related field may substitute for one year of the required experience.

REQUIRED QUALIFICATIONS

License and Certification: Current registration as a Nurse in the State of California. **A copy of the license must be submitted with the employment application.**





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San Joaquin General Hospital



COMPENSATION PACKAGE

Annual Base Salary: \$105,019 - \$127,650

In addition to base salary, the County offers a Cafeteria Plan in the annual amount of \$24,023 which is considered the employer's benefit contribution and may be used to purchase medical, dental, and vision coverage. Depending on a candidate's health plan selection, premiums not paid by the Cafeteria plan allowance will be the employee's responsibility through a pre-tax deduction. Unused monies are paid as additional salary.

- ◆ 1937 Retirement Act Plan—reciprocity with CalPERS
- ◆ 457 Deferred Compensation Plan with a 2% employer contribution
- ◆ 125 Flex Benefits Plan
- ◆ 12 days sick leave annually with unlimited accumulation
- ◆ 15 days of vacation leave (20 days after 10 years and 23 days after 20 years)
- ◆ 14 paid holidays per year
- ◆ 10 days administrative leave per fiscal year

For more information, please visit the benefits page of the County's Human Resources website at:

www.sjgov.org/department/hr/benefits

Potential Cashable Compensation:

	Step 1	Step 5
Annual Salary	\$105,019	\$127,650
2% Deferred Comp	\$2,100	\$2,553
Vacation Cash Out - 8 days annually	\$3,231	\$3,928
Cafeteria	\$24,023	\$24,023
Total	\$134,374	\$158,154

RECRUITMENT INCENTIVES*

- ◆ Reimbursement of qualifying moving expenses up to \$2,000
- ◆ Vacation accrual rate consistent with candidate's total years of public service
- ◆ Sick leave credit up to 160 hours of unreimbursed sick leave from prior employer

*Recruitment incentives may be available. Incentives must first be approved by the San Joaquin County Administrator's Office.

APPLICATION AND SELECTION

Completed application package including supplemental questions must be submitted to the Human Resources Division by the final filing date:

April 6, 2018

Apply Online Today:

www.sjgov.org/department/hr

Or, submit your application, supplemental questionnaire and resume to:

San Joaquin County Human Resources
Attn: Marie Sneed
44 N. San Joaquin Street Suite 330
Stockton, CA 95202
Tel: (209) 468-6918
Fax: (209) 468-6271

If warranted by the number of applicants, applications may be reviewed by a screening panel. If utilized, the screening panel will select those most qualified to be considered for participation in selection processes.

Final candidates will be interviewed by designated staff selected by San Joaquin General Hospital Administration.

This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions are at-will and are not governed by the Civil Service Rules.





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SUPPLEMENTAL QUESTIONNAIRE

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately and limit one page per question. When answering the questions below related to your experience, please provide a detailed description that includes **the name of your employer, your dates of employment, and your job title.** These questions will be reviewed by the screening panel in evaluating your qualifications.

1. Describe your experience developing and managing a Case Management program in an acute care hospital. Include the size of the hospital, the departments for which you worked, your role in the process, and the timeline for the implementation of the program.
2. Describe your supervisory and management experience in an acute care hospital. Include the number of staff supervised, their titles, and functions.
3. Provide examples of changes you directly implemented in your organization. Describe the process and the operational outcome of these changes.
4. Provide an example of a policy you developed and the process by which it was rolled out to the department or organization.
5. Describe a project in which you had to work collaboratively with a multidisciplinary team. Include your role, any issues encountered and how they were resolved, and the outcome of the project.
6. Describe your experience interpreting federal and state regulations, contracts, or agreements.

