



APLA Health's mission is to achieve health care equity and promote well-being for the LGBT and other underserved communities and people living with and affected by HIV. We are a nonprofit, federally qualified health center serving more than 14,000 people annually. We provide 20 different services from 15 locations throughout Los Angeles County, including: medical, dental, and behavioral health care; PrEP counseling and management; health education and HIV prevention; and STD screening and treatment. For people living with HIV, we offer housing support; benefits counseling; home health care; and the Vance North Necessities of Life Program food pantries; among several other critically needed services. Additionally, we are leaders in advocating for policy and legislation that positively impacts the LGBT and HIV communities, provide capacity-building assistance to health departments across the country, and conduct community-based research on issues affecting the communities we serve. For more information, please visit us at [aplahealth.org](http://aplahealth.org).

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***APLA Health is currently seeking an RN Medical Care Manager to join our team!  
We offer great benefits, competitive pay, and great working environment!***

We offer:

- *Medical Insurance*
- *Dental Insurance (no cost for employee)*
- *Vision Insurance (no cost for employee)*
- *Long Term Disability*
- *Group Term Life and AD&D Insurance*
- *Employee Assistance Program*
- *Flexible Spending Accounts*
- *10 Paid Holidays*
- *3 Personal Days*
- *10 Vacation Days*
- *12 Sick Days*
- *Metro reimbursement or free parking*
- *Employer Matched 403b Retirement Plan*

***This is a great opportunity to make a difference!***

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## ***RN Medical Care Manager (90036)***

### **POSITION SUMMARY:**

The RN Medical Care Manager will coordinate with all parties involved in the care of the patient to provide effective and culturally competent care and treatment for people living with HIV and other chronic diseases. The position will be split 50/50 between providing services to persons living with HIV as part of a Medical Care Coordination team and providing case management services for persons with other complex medical needs. The medical care coordination team will target people with HIV who are experiencing medical adherence issues, significant changes in HIV health status or multiple health diagnoses that affect the person's HIV status. The RN medical care manager formulates care plans based upon assessment data and provision of care priorities, in collaboration with the clinical social worker. The RN medical care manager will coordinate patient care and collaborate with other health care team members to establish the patient's goals, develop treatment plans and obtain desired outcomes as well as provide patient education based on identified learning needs utilizing available teaching resources.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Provide clinical support to medical providers before and after primary care visits so as to ensure the timely delivery of quality medical care.
- Identifies out of care HIV-positive patients to reengage them in treatment
- Perform a needs assessment on patients and obtain a brief medical history including the following:
  - Past Medical History, including key HIV parameters
  - Medication history
  - Recent treatment history
- Identifies patients' unmet medical needs and coordinates with clinic HIV and non-HIV providers to ensure that standards of care are met and any gaps or barriers are addressed.
- Identifies patients' unmet nonmedical needs or barriers to adherence and retention in care, and coordinates with other clinical staff (e.g. social workers) to address needs and barriers.
- Utilizes population health registry to manage patients (i.e. identify unmet medical needs) and track trends in overall clinic performance.
- Performs and interprets diagnostic procedures such as tuberculin tests, and administers treatments and preventive measures in the form of injections and immunizations in accordance with medical orders and APLA clinical guidelines
- Treat patients diagnosed with sexually transmitted infections (STIs) in a timely manner and according to APLAHW clinical STI treatment guidelines.
- Provide and appropriately document health education to patients.
- Participate in quality improvement activities as directed by the medical director, e.g. data analysis and measurement of outcomes, document and report the results and accomplishments of quality improvement initiatives.
- Triage patients who walk in to clinic or call with acute medical concerns.
- Assist front office staff in making appropriate arrangements for patients who arrive late for appointments or for whom an appointment needs to be rescheduled, by reviewing the medical record and determining how soon and where the patient should be seen

- Functions as an extended role nurse, provides health supervision, diagnosis and treatment of minor conditions to persons living with HIV on a continuing basis under the consultative direction of a physician
- Supervise all medical assistants at the assigned clinic site.

OTHER DUTIES MAY BE ASSIGNED TO MEET BUSINESS NEEDS.

**REQUIREMENTS:**

Training and Experience:

Possession of the following is required: A valid California Registered Nurse (RN) license issued by the California Board of Registered Nursing (BRN). Must possess current Basic Cardiac Life Support (BCLS) and Cardiopulmonary Resuscitation (CPR) certification. Clinical experience as a registered nurse in an ambulatory health care clinic, preferably including 3 years of HIV clinical practice. Demonstrate a history of working with the target population, inclusive of cultural competency and sensitivity, including that of persons living with HIV, and the LGBT community. Experience in chronic disease management, case management, utilization management and quality improvement projects, is preferred. Experience working with electronic health records, working with EClinical Works preferred. Bilingual in Spanish required.

Knowledge of:

A solid knowledge of HIV disease, including natural history, symptoms and treatment. Knowledge of substance abuse issues and treatment and related sexual risks.

Ability to:

Ability to research, identify and access community referrals. Demonstrate proficient written documentation skills. Ability to demonstrate basic skills of risk behavior assessment and motivate patients to modify HIV risk taking behaviors and substance use behaviors.

Demonstrate experience in conducting a psychosocial assessment and/or working individually with clients in a counseling capacity. Ability to provide services in a non-judgmental fashion and work effectively with diverse populations is required as is the ability to maintain records and follow clinical guidelines/protocols. Must be able to work efficiently and complete tasks with a high degree of accuracy; work and solve problems independently; work flexible hours in order to complete tasks and meet client needs. Ability to be flexible in handling unanticipated client needs is required.

**WORKING CONDITIONS/PHYSICAL REQUIREMENTS:**

This is primarily an office position that requires only occasional bending, reaching, stooping, lifting and moving of office materials weighing 25 pounds or less. The position requires daily use of a personal computer and requires entering, viewing, and revising text and graphics on the computer terminal and on paper.

**SPECIAL REQUIREMENTS:**

Must possess a valid California driver's license; proof of auto liability insurance; and have the use of a personal vehicle for work related purposes.

Equal Opportunity Employer: minority/female/disability/veteran.

## To Apply:

Visit our website at [www.aplahealth.org](http://www.aplahealth.org) to apply or click the link below:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=46376&clientkey=A5559163F67395E0A2585D2135F98806>