



## **JOIN THE TEAM!**

### **Diabetes Care Coordinator Full Time**

Join the Eisner community healthcare team! Founded in 1920, Eisner Health provides high-quality, integrated community healthcare to the underserved population in Downtown Los Angeles, Lynwood, Van Nuys, Panorama City, and Sherman Oaks. As one of the largest providers of accessible, free, or low-cost health and social services in the area, Eisner Health offers a wide variety of opportunities to choose from. So don't delay, we are waiting to hear you!

### **Quick Facts:**

The Diabetes Care Coordinator coordinates the care of a select patient population with diabetes by partnering with the assigned providers, patients, and caregivers. The goal is to effectively manage the patients over the continuum of care to ensure that their medical and psychosocial needs are met, barriers are identified and addressed, and a comprehensive individualized care plan is developed to positively impact their quality of life and clinical outcomes. The Care Coordinator also acts as an advocate for these patients; links them to other members of the care team to help the patients gain knowledge of their disease; and identifies community resources for continued growth toward a maximum level of functioning.

### **Position Description:**

1. Develop a comprehensive, individualized and patient-centered care plan based on the needs and desires of the patient as well as the patients' physical and psychosocial health needs. Assist the patient and caregiver in executing and assessing the plan, as needed.
2. Works collaboratively with multidisciplinary patient care team across the continuum of care.
3. Works with care team to conduct comprehensive clinical assessments that include disease-specific, age-specific, medical, behavioral, pharmacy, social and end of life needs of each patient.
4. Utilizes population health system, electronic health records, and care team recommendations to identify patients needing care coordination, track patient group, and document patient changes in health, communication, and specialty care.
5. Tracks appointments, referrals, and patient progress in electronic health record system. Reports on patient progress towards goals as required.
6. Serves as primary patient contact for team related to condition and facilitates access to services.
7. Manages patient's specialty referrals, and follow up care as it relates to their diabetes and other conditions.
8. Monitor completion of standing orders and routine laboratory orders and radiology orders to ensure goals of chronic disease management are met.
9. Requests and reviews data from outside providers to ensure that patients are accessing their specialty care appropriately. Ensures that specialty records are obtained in a timely manner.
10. Coordinate with hospitals to create a process for prompt notification of patient's admission or discharge to or from an emergency department or hospital inpatient facility. Ensure appropriate care transition.

11. Works with the patient and family to assess current knowledge, health literacy, and readiness to change, utilizing teach back to assess level of knowledge.
12. Educates patients on self-management skills and provides support for lifestyle modifications.
13. Assesses barriers, through research and interviews, when patients are not meeting treatment goals, not following treatment care planning, or have not kept important appointments.
14. Other duties as assigned.

### **Requirements and Qualifications:**

1. Bachelor's degree required.
2. Two years of experience in community health preferred.
3. English & Spanish, Bilingual required.
4. CPR certification.
5. Must be able to work in interdisciplinary team setting.
6. Effective communication and interpersonal skills with patients and families.
7. Experience working in Electronic Medical Records preferred.

### **In addition to competitive salaries, Eisner Health offers eligible full time and part time employees the following benefits:**

- Affordable Medical, Dental, and Vision Insurance. HMO & PPO options available!
- Employer-Sponsored Group Life and Long Term Disability Insurance
- Voluntary Supplemental Insurance
- Retirement Plan – 401k
- Transportation and Parking Subsidies
- Flexible Spending Health and Child Care Plans - Section 125
- Robust Paid Time Off (PTO) Program
- Tuition and CME Reimbursement
- Employee Assistance Program (EAP)
- Paid Holidays
- Paid Jury Duty Leave

### **EEO Statement:**

- Eisner Health is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Eisner Health does not discriminate on the basis of race, religion, color, sex, gender identity, gender expression, sexual orientation, age, disability, national origin, or veteran status.

TO APPLY, EMAIL YOUR RESUME TO: [JFALCON@EISNERHEALTH.ORG](mailto:JFALCON@EISNERHEALTH.ORG)