

# REGIONAL CLINICAL DIRECTOR

**DEPARTMENT:** Operations

**FLSA:** Exempt

**SUPERVISOR:** Vice President of Operations

**DATE:** July 1, 2018

**AREA OF SUPERVISION:** Clinical services provided by the nursing department of the health care facilities.

## **DUTIES AND RESPONSIBILITIES:**

The Regional Clinical Director is instrumental in creating alignment with Company mission and core values, supporting the overall resident care and services strategy for the specified region and partnering with operations leadership to ensure resident care services, programs and initiatives that are in alignment with and that also drives business results. This position is the a clinical leader and responsible for the coordination of the overall health and wellness of the residents within the region, as well as, providing direct clinical oversight for assigned locations.

Provides consulting services, direction and support in the identification, development and implementation of programs, systems, processes and procedures that support clinical services of the health care facilities in the efficient and effective delivery of quality care and services to the residents.

Observes, identifies, evaluates, and recommends, in concert with facility staff, performance and process management standards to effectively manage the delivery of quality care and services to residents to meet or exceed all federal, state and company regulations, policies, and procedures.

## **ESSENTIAL FUNCTIONS:**

### **Management**

1. Responsible for oversight and performance management of the company's monitoring efforts with focus on specific areas including but not limited to the following areas:
  - Quality Measures Outcomes
  - 5 Star Imitative Outcomes
  - Best Practices Management
  - Standards of Care Outcomes and effective action plans
  - Falls Program, Pressure Ulcer Program and Prevention of Weight Loss Program
  - Safety/Risk Management
2. Directs and manages the clinical services of assigned facilities and programs with the facility Director of Nursing.
3. Assists and trains Director of Nursing in attaining the skills needed to meet the care needs of the residents, fostering a resident-center approach to the planning and delivery of services, and supporting resident's rights to participate in decision making.
4. Provides training to nursing on the company assessment tools and the development of care plans assessing the health, functional and psychosocial statues of each resident.

5. Provides staff training in Company nursing procedures and techniques.
6. Provides training to new Directors of Nursing.

### **Clinical**

1. Monitors effective Implement of policies and procedures governing nursing and other resident care services.
2. Evaluate nursing practices to assure consistence with standards of professional practice, company standards and in accordance with the applicable Nurse Practice Act of the State.
3. Participates in facility Quality Assurance program; ensures compliance with State and Federal regulations.
4. Assists personnel in making comprehensive medical assessment of resident's conditions to determine appropriate coverage decisions.
5. Audit clinical records and chart notes periodically or as needed or directed.
6. Review and follow-up on facility incident reports that are health or injury related and develop//monitor plans of correction in accordance with Company policies and procedures.
7. Oversees and coordinates facility pre-surveys.
8. Participate in State and Federal surveys and complaint investigations. Supports and follows up with facilities in identifying trends and assists in the development of corrective action plan and troubleshooting resolutions. Reports finding of State and Federal surveys to the (Administrator, VPO and COO)
9. Assists the Director of Nursing with State and Federal surveys and plans of correction.
10. Gather performance improvements indicators and survey data to identify trends. Develops plans of corrective actions with Administrator, DON, VPO.
11. Make on-site visits to assess resident care services and provide consultation and recommendations for improvement as needed.
12. Furnish written reports regarding areas of concern to the facility Administrator and VPO making recommendations for correction of problem areas and assisting the facility in developing their own plan of correction.

### **Financial**

1. Assists Director of Nursing with budget and financial guidelines
2. Provides oversight of MDS compliance and training.
3. Ensures compliance with corporate staffing and productivity guidelines.
4. Insures HPPDs are monitored.

### **Operations**

1. Participates in trouble-shooting with operational team (COO, VPO and MDS) and keeps them update on field activities and developments.
2. Assists in achieving market quality objectives.
3. Makes policy and procedure recommendations to (COO and VPO)
4. Acts as the Director of Nursing during periods when a vacant position occurs.
5. Provides training and assistance with the computer program for nursing.
6. Maintains considerable knowledge of the State and Federal regulations, and nursing standards
7. Maintains up-to-date knowledge of all rules and regulations pertaining to resident care in each assigned state and responsible for keeping informed of industry and

health care trends and standards, applying new knowledge to meet the changing needs of residents.

**Other**

1. Follow and communicate Company policies and procedures, mission statement, core values and founding principles.
2. Available daily by phone 24 hours a day 7 days week for consultation on issues relating to nursing care services to the residents.
3. The job description provides a framework for the job; Performs other duties that may be assigned as necessary.

**Risk Exposure Categories:**

- X 1=Tasks may involve exposure to blood/body fluids.
- \_\_\_ 2=Tasks do not involve contact with blood/body fluids but could result in performing a Category 1 task.
- \_\_\_ 3=Tasks do not involve any risk of exposure to blood/body fluid

**PHYSICAL REQUIREMENTS**

These are physical and mental requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the Company may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential functions to which it relates, and the proposed accommodation.

	Rarely (0-12%)	Occasionally (12-33%)	Frequently (34-66%)	Regularly (67-100%)
Standing/Walking:			X	
Sitting:			X	
Lifting/Carrying: 20-50 lbs.		X		
Pushing/Pulling: 20-50 lbs.	X			
Climbing/Balancing:	X			
Stooping:	X			
Squatting:	X			
Kneeling:	X			
Reaching:	X			
Hearing/Listening: Must be able to hear well enough to communicate with co-workers and residents				X
Fingering/Grasping/Feeling: Dexterity necessary to handle and manipulate equipment and supplies.			X	
Seeing: Must be able to read reports, instructions, and observe residents				X
Color Perception: (Red, Green, Amber)			X	
Animals/Plants		X		

**MENTAL/REASONING REQUIREMENTS**

<input type="checkbox"/> Reading Simple	<input checked="" type="checkbox"/> Writing – Complex	<input checked="" type="checkbox"/> Analysis/Comprehension
<input checked="" type="checkbox"/> Reading-Complex	<input checked="" type="checkbox"/> Clerical	<input checked="" type="checkbox"/> Judgement/Decision Making
<input type="checkbox"/> Writing – Simple	<input checked="" type="checkbox"/> Basic Math Skills	

**EXPOSURES**

<input checked="" type="checkbox"/> Airborne particles	<input type="checkbox"/> Explosives	<input checked="" type="checkbox"/> Muscular Strain	<input checked="" type="checkbox"/> Temperature
<input checked="" type="checkbox"/> Caustics	<input checked="" type="checkbox"/> Fumes	<input checked="" type="checkbox"/> Noise	<input checked="" type="checkbox"/> Toxicants
<input checked="" type="checkbox"/> Chemicals	<input type="checkbox"/> High places	<input checked="" type="checkbox"/> Odors	<input type="checkbox"/> Vibration
<input checked="" type="checkbox"/> Electrical Current	<input checked="" type="checkbox"/> Moving Parts	<input checked="" type="checkbox"/> Physical abuse	<input checked="" type="checkbox"/> Vision strain
		<input checked="" type="checkbox"/> Slippery Floors	<input type="checkbox"/> Weather

**WORK AREA AND ENVIRONMENT:**

Office, nursing stations, drug room, resident rooms, and all other areas in the facility and on the property; visits to other health-care facilities and offices may be necessary; and attend seminars and meetings.

Works beyond normal working hours, and in other positions temporarily, when necessary.  
Travel required 75%.

**QUALIFICATIONS:**

License/Registration: Hold a current, unencumbered nursing license for states in specified region..

Continuing Education: Encouraged and required if necessary to meet state regulations.

Education: Must be a graduate of an accredited educational institution (school of nursing). Enhanced qualification BSN, MSN, advanced certification in geriatric care.

Experience: Five years of registered nursing experience in long-term care. Possesses geriatric assessment skills. Is knowledgeable in dementia care. Regional experience preferred. Has management experience.

Job Knowledge: Working knowledge of nursing services, rehabilitation, therapy, administration, supervision, resident care, etc.; comprehensive knowledge of general nursing theory and practice with knowledge of principles and methods involved in instruction of nursing and auxiliary personnel; ability to assess resident’s needs; familiarity with nursing facility policies, regulations, and procedures; knowledge of application of principles of personnel administration in assigning, supervising, and evaluating activities of staff; knowledge and application of techniques and methods of resident care; awareness of special diets and their observance; use of medical and nursing equipment; and knowledge of medications and their effects. Ability to assess systems and implement systems.

Standards: Professional standards and code of ethics must be adhered to at all times.

Professional Memberships: Very much desired and encouraged.

Other: A sincere interest in geriatric nursing; maintain a good working relationship with staff, residents, families, and others; identify problems and make decisions; possess leadership skills, compassion, understanding, competence, and be a visionary.

**BASIC REQUIRMENTS**

1. Residents always come first, and their needs will be met unless there is a conflict with the needs of others or the organization as a whole.
2. Residents, resident families, co-workers and visitors will be treated with respect, dignity and kindness.
3. Support the mission, vision and values of the facility
4. Employee behavior will consistently be in a manner that demonstrates both employee's and the company's commitment to an ethical, honest and above-board approach in all dealings with employees, customers, suppliers and the community.
5. Report to work on time and for scheduled shifts as attendance is required to perform the duties and responsibilities of this position