



Yerington Paiute Tribe

VACANCY ANNOUNCEMENT

Position Classification and Description
Tribal Council Approved: 5/29/2019
ADVERTISE/LOCAL OPEN

POSITION TITLE: Registered Nurse/Diabetes Coordinator
DEPARTMENT: Health Clinic
SUPERVISOR: Medical Director
WAGE: Level 30-0 \$33.54 ---- 32-0 \$36.98 Full-time 40hrs/wk
CLOSING DATE: Open Until Filled

POSITION SUMMARY: The primary function of this position is to provide professional diabetes education and prevention activities to individual clients and the community and fulfill general nursing functions in the Clinic.

DUTIES:

- Collaborate with primary care providers to develop individual diabetic treatment plans and set patient goals.
- Provide education awareness to individuals and the community in areas of diabetic disease process, secondary body system complications, blood sugar maintenance, medication compliance, insulin delivery, foot care, ulcer care, making positive lifestyle changes, improving nutrition, and increasing physical activity.
- Perform or schedule patient health screenings as appropriate to identify and treat secondary complications related to diabetes per IHS guidelines.
- Coordinate ongoing community diabetes education, community outreach, home base services and prevention activities in collaboration with the Nutrition Education Coordinator and other Clinic/Tribal staff.
- Document patient contacts in the Electronic Health Records (EHR) system.
- Collaborate with nutrition and wellness staff to develop individual nutrition and fitness routines for better disease control.
- Maintain diabetic registry in the S.O.S/EHR system.
- Develop registry of pre-diabetic clients in the EHR system.
- Conduct outreach to pre-diabetic community members to engage them in prevention activities.
- Complete monthly report of program activities and outcomes for the Director.
- Compile data and submit Annual Diabetic Audit to IHS.
- Intake and screen patients; document the patient's chief complaint(s), patient and family medical history, vital signs, symptoms, medications in the EHR system and communicate with primary care provider.
- Assist with exams and treatment for patients/families with wide variety of complex medical problems in all age groups.
- Assist in coordination of patient referrals for specialty care.
- Perform other duties as assigned

QUALIFICATIONS:

- Possess a current Registered Nurse license with a minimum of three (3) years' clinical experience within the last five (5) years required. Diabetic Educator Certification preferred or required to be obtained within two (2) years of employment.
- Excellent verbal, written and interpersonal communication skills a must.
- Possess a quality "bed side manner".
- Able to maintain a professional working relationship with community and staff.
- Must have basic computer skills and working knowledge of EHR.
- Maintain strict confidentiality.
- Possess a valid Nevada Driver's License and be insurable.
- Pass pre-employment drug screen and complete background investigation.
- Able to lift 40 lbs or more.

HOW TO APPLY:

1. Complete an application by contacting our Human Resources Director below.
2. All applications must accompany a 3 year DMV history, high school diploma/Equivalent or College Degree.

**Human Resources Department
Teri Brenneis
171 Campbell Lane
Yerington, NV 89447
775-783-0265
Fax: 775-627-9022
Email: hrdirector@vpt-nvn.gov**

Please note: Preference may be given to qualified Native American applicants under CFR, Subpart M, Part 273, Subpart D, Section 273.45, and/or 25 U.S.C. Section 5307. Also, applicant must pass and comply with the PL101.630-Indian Child Protection and Family Violence Protection Act, if applicable.