

**Hospice Coordinator**

**Be part of something bigger**

As part of one of the nation’s largest care systems, Park Nicollet cares for patients at 29 locations in the Twin Cities. We’re proud to be part of a nonprofit, award-winning health care system, and we put the health and well-being of our patients at the center of everything we do.

We believe outstanding health care is delivered when you combine expert knowledge with compassion and kindness. Our Head + Heart, Together philosophy drives all parts of the Park Nicollet organization, from care decisions to service to the design of our locations.

You’ll play an important role here at Park Nicollet, whether you work directly with patients and their families or support those who do. Excellent care takes a team, where each of us brings the best to our work by using our heads, using our hearts and working together.

We’re looking for people who want to improve lives and impact health care for the better. If you want to make a difference, we want you on our team.

**Location:** Park Nicollet Methodist Hospital, St. Louis Park

**FTE:** .8 FTE (64 hours/2 weeks)

**Schedule:** M-F 8am – 4:30pm

**Position Summary:**

In the hospital setting, the Hospice Coordinator performs ongoing physical, psychosocial and emotional assessment of the Hospice patient and family.

The Coordinator provides continued teaching and support to the patient, family, and care staff.

The Coordinator is responsible to ensure that the plan of care is being carried out and revised when appropriate.

The Coordinator’s goal is to assist in meeting the patients comfort care needs and promotes a peaceful and comfortable death.

In the outpatient setting, the Hospice Coordinator is responsible for supervising, planning and coordinating the delivery of individualized care and comprehensive service to patients and families.

The Patient Care Coordinator supports the following major Community Care processes: admission, discharge, referral, delivery of care, complaints and billing.

Education/Experience:

Registered nurse: Bachelors degree in Nursing required.

Current MN RN license.

Previous supervisory experience preferred.

At least five years of hospice and intensive care nursing experience desirable.

Special Knowledge/Skills/Certifications/Licenses:

Demonstrates knowledge of age-related growth and development principles necessary to provide appropriate service and assure safety of patients.

This position requires a high degree of sensitivity and skill in assessment, communication, flexibility, health counseling and documentation.

The nurse must have a clear understanding of and support hospice philosophy.

Excellent written and oral communication skills and ability to speak to groups.

Committed to the philosophy of customer service.

Must possess knowledge of reimbursement regulations.

Ability to problem solve and interface with primary customers.

Ability to relate to allied health professionals and to work with and through others.

Demonstrate knowledge of age related growth and development principles necessary to provide appropriate services and assure safety of patients.

Current MN RN license.

Travel is an expectation of the position, but not driving a Park Nicollet insured vehicle. Individuals are responsible for the travel arrangements required to meet the expectations of the position.

To apply online, please visit: [Park Nicollet - Hospice Coordinator - St. Louis Park MN 55426 (peopleclick.com)](https://careers.peopleclick.com/careerscp/client_parknicollet/external/jobDetails/jobDetail.html?jobPostId=95983&localeCode=en-us)