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# Clinic Care Coordinator - Family Medicine - OSU


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 Good Samaritan Regional Medical Center


 Req #: 62477

 Corvallis, OR

 1.0 (80 hrs/pp) - Day

 GSR Family Medicine OSU

 Remote Status: No

 Salary Range: \$21.98 - \$32.27

## JOB SUMMARY/PURPOSE

Functions to serve as an advocate, educator and coordinator of services for at-risk patients.

## DEPARTMENT DESCRIPTION

The Primary Care teams at Samaritan Health Services offer complete health care for all family members from newborns to seniors through their pediatric, family medicine and internal medicine providers. They encourage and offer preventive care, including annual exams, health screenings and counseling regarding health and lifestyle.

## EXPERIENCE/EDUCATION/QUALIFICATIONS


1. High school diploma or equivalent required.
2. One (1) of the following required:
  - a. Bachelor's degree in a health related field and one (1) year experience in a healthcare setting.
  - b. Associate's degree or successful completion of a technical program, plus a Registered or Certified Medical Assistant (RMA or CMA) and two (2) years experience in a healthcare setting.
  - c. Three (3) years experience in a healthcare setting and two (2) years professional customer service experience.
3. Healthcare Provider Level BLS required within 90 days of hire.
4. Certification or Registration as a Medical Assistant (RMA or CMA) preferred.
5. Experience in the following preferred:
  - a. Outpatient, ambulatory care and/or community healthcare.
  - b. Care coordination.
  - c. A primary care related setting.
  - d. Chronic conditions.
  - e. Electronic medical information systems.
6. Bilingual preferred.

## KNOWLEDGE/SKILLS/ABILITIES

1. Patient Care - Possess the skills and knowledge needed to assist and care for others. Ability to recognize symptoms, drug properties and interactions, treatments, and preventive health-care measures within scope of practice.
2. Adaptability/Flexibility - Ability to respond quickly and appropriately to situations that may arise with high risk or diverse patient populations. Ability to adjust actions in relation to others and adapt to offer best possible care to patients.
3. Communication - Effective written and oral communication skills to explain complex issues, exchange information between team members, and tactfully discuss issues. Ability to perform group presentations and listen to and understand complex information and ideas.
4. Team Building - Ability to work, function and communicate on a multi-disciplinary team. Possess the knowledge and skills to develop constructive and cooperative working

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relationships with others and maintain them over time.

5. Medical Terminology - Knowledge of medical records, procedures and terminology. Ability to read, interpret, and apply policies, procedures, laws, and regulations.
6. Social Perceptiveness - Ability to work with a diverse population from pediatrics to geriatrics. Basic understanding of age-related differences in caring for and/or communicating with patients and caregivers. Possess personal sensitivity to the needs and experiences of others and a nonjudgmental attitude towards persons of differing standards, values, lifestyles, and ages.

**PHYSICAL DEMANDS**

Rarely (1 - 10% of the time)	Occasionally (11 - 33% of the time)	Frequently (34 - 66% of the time)	Continually (67 - 100% of the time)
WALK - INCLINE	CLIMB - STAIRS	SIT	CARRY 1-handed, 0 - 20 pounds
LIFT (Floor to Waist: 0"-36") 40 - 60 Lbs	LIFT (Floor to Waist: 0"-36") 0 - 20 Lbs	WALK - LEVEL SURFACE	CARRY 2-handed, 0 - 20 pounds
LIFT (Knee to chest: 24"-54") 20 - 40 Lbs	LIFT (Floor to Waist: 0"-36") 20 - 40 Lbs	LIFT (Knee to chest: 24"-54") 0 - 20 Lbs	MANUAL DEXTERITY Hands/wrists
PULL (0-20 pounds force)	LIFT (Waist to Eye: up to 54") 0 - 20 Lbs	SQUAT Static (hold >30 sec)	STAND
	LIFT (Overhead: 54" and above) 0 - 20 Lbs	ROTATE TRUNK Sitting	BEND FORWARD at waist
	SQUAT Repetitive	ROTATE TRUNK Standing	REACH - Forward
	KNEEL (on knees)	FINGER DEXTERITY	GRASP Hand/Fist
	REACH - Upward	PINCH Fingers	PUSH (0-20 pounds force)
			PUSH (20-40 pounds force)
			PUSH (40-60 pounds force)
			PUSH (60 or more pounds force)

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