



Registered Nurse

Job Summary

The PACE Northeast Michigan (NEMI) Registered Nurse (RN) is a member of the PACE Interdisciplinary Team (IDT) and is responsible for completing nursing assessments for new PACE participants and nursing reassessments for existing PACE participants as part of the PACE IDT care planning process.

The PACE RN provides general and skilled nursing care to participants, executes nursing interventions in accordance with the plan of care, implements primary care orders, evaluates participant conditions in the PACE clinic and by telephone, and develops appropriate PACE nursing plans of care.

The PACE RN provides nursing education to participants, caregivers, and PACE staff.

The PACE RN provides nursing care in the PACE Clinic and as needed in the participant homes.

Position Responsibilities

- Participates as a PACE Interdisciplinary Team (IDT) member and is responsible for completing comprehensive initial nursing assessments for new PACE participants and nursing reassessments on existing PACE participants as part of the PACE IDT care planning process.
- In collaboration with the primary care provider and IDT, develops and implements nursing care plans for participants, identifying and considering the medical, physical, social, and emotional needs of PACE participants.
- Works collaboratively with the primary care provider, and within the RN's scope of practice, initiates nursing interventions independently, triages PACE participant nursing needs in the PACE Clinic or a community setting, and escalates any nursing concerns to the primary care provider and IDT.
- Promptly responds to primary care provider orders requiring nursing interventions, promptly documents nursing interventions in participant care plans and in the PACE Electronic Health Record (EHR), and administers participant medications in the PACE Clinic as needed.
- Reviews, signs off, and disseminates orders and instructions to appropriate PACE staff and PACE contracted personnel. Maintains and reviews participant records, charts, and other pertinent information as needed.
- Serves as a physical therapy subject matter expert and communicates best practices for a frail elderly population to the IDT, participants, and caregivers.
- Provides case management and care coordination during care transitions and proactively communicates with hospital and long-term care facility case managers regarding participant discharge care plans.



- Monitors PACE participants for changes in their health or psychosocial status requiring a nursing reassessment. Promptly communicates pertinent changes in participant status to the IDT.
- Attends IDT and morning meetings and reports on participants' clinical status.
- Participates in the nursing on-call rotation to provide after-hours and weekend call coverage to PACE NEMI participants.
- Supports the PACE QI program and participates in PACE QI activities as assigned.

Experience & Education

- (CMS required) Graduate of an accredited School of Nursing.
- (CMS required) Current RN license in good standing to practice in Michigan
- (CMS required) One year of experience working with a frail or elderly population or, in the absence of such experience, receive appropriate training from PACE on working with a frail or elderly population before providing direct patient care to PACE participants independently. Relevant experience must be within the last 3 years.
- (Preferred) Minimum 3 years RN clinical experience.
- (Preferred) Bachelors of Science in Nursing (BSN)
- (Preferred) Experience working in Electronic Health Records (EHRs).
- (CMS required) Meet a standardized set of competencies for the specific position description established by PACE and approved by regulatory agencies before working independently.
- (CMS required) Before engaging in participant care, be medically cleared for communicable diseases and have up-to-date immunizations and vaccines.
- (CMS required) Have not been convicted of criminal offenses involving Medicaid, Medicare, other health insurance or health care programs, or social services programs.
- (CMS required) Have not been excluded from participating in Medicare and Medicaid programs.
- (CMS required) Have not been convicted of criminal offenses pertaining to physical, sexual, drug, or alcohol abuse.
- (Preferred) BLS certified.

Additional Skills

- Ability to read, analyze and interpret (reports, regulations, periodicals). Write (reports, business correspondence and manuals). Present information and respond to questions.
- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.



PACE Northeast Michigan
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Alpena, MI 49707

- This position has full access to view, alter, retrieve or store individually identifiable health or other sensitive information, pertinent to accomplishing assigned tasks, and must maintain confidentiality in accordance with PACE Northeast Michigan Policy.

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties may be assigned.

An Equal Opportunity Program/Employer.

Auxiliary aids, services, and alternative format will be made available upon request to individuals with disabilities.

Michigan Relay Center 1-800-649-3777 (Voice and TDD).

PACE Northeast Michigan is an at-will employer.

To apply:

Please send your resume and cover letter describing your experience as it relates to the job you are applying for to: careers@pacenemi.org

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