



GRACE MGMT INC.
A CPF LIVING COMPANY

JOB DESCRIPTION

Grace Management, Inc.

Position: Regional Director of Clinical Services

Reports to: National Director of Clinical Operations

The Regional Director of Clinical Services (RDSCS) position reports to the National Director of Clinical Operations. The primary responsibility of the Regional Director of Clinical Services is to support communities in their efforts to implement and execute company-wide strategy for resident care, clinical service delivery and clinical regulatory compliance in independent living, assisted living, and memory care environments across multiple states. Ensures clinical excellence as the standard, where outcomes and accountability are paramount. Must desire to work with seniors. This position will require multi-site travel around the southeast region of the country.

Essential Functions

- Demonstrates support of the corporate mission (by actions and attitude), policies and procedures and assures consistent compliance.
- Works collaboratively with corporate and community team members to implement priorities and goals on a community-by-community basis to address resident needs in specific markets.
- Effectively assists in providing leadership, support, and direction to Wellness Directors throughout the organization.
- Develop and monitor performance/outcome standards including care metrics for all areas of the clinical functions across the company to ensure optimal outcomes.
- Establishes goals consistent with corporate goals and objectives.
- Monitors community practices to maintain and promote the protection of resident's rights.
- Reviews resident, family, and staff needs, and recommends plans for the provision of resident care and delivery of all clinical services and programs.
- Provides on-going in-service education related to new protocols and guidelines for resident care and maintains regulatory compliance either personally or through external training.



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- Assists in addressing and resolving violations identified by staff or state regulators including developing and implementing action plans, plans of correction, and new policies and procedures.
- Performs regular audits to ensure all communities are meeting all state standards and regulatory requirements.
- Creates, communicates, and monitors the implementation of current policies and procedures and participates in policy, procedural, and form development.
- Maintains current knowledge of state and local regulations as well knowledge of the Assisted Living Industry, including current trends and best practices.
- Monitor and manage the potential for safe practices to avoid and eliminate risks and liability.
- Ensure HIPAA compliance with resident and employee information.

Requirements

- Bachelor's degree required.
- Registered Nurse (RN) required.
- U.S. Work authorization required.

Knowledge, Skills, Abilities, Experience

- Demonstrated 5-10 years of healthcare management experience, including at least 5 years of recent executive director and/or administrator job experience.
- Must possess a current, unencumbered active license to practice as an RN.
- Must maintain valid Continuing Education credits as required by the State.
- Valid Driver's License and a driving record that meets the requirements of our insurance carrier.
- Ability to accomplish goals and tasks by motivating others.
- Computer proficiency with electronic medical records, Microsoft Office, and the ability to learn new applications.
- Solid ability to interact and build relationships.
- Excellent communication and customer service skills.
- Location: Tampa, FL (preferred)
- Multi-site Clinical leadership: 3 years required.