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## Clinical/Program Manager

### Job Summary:

Nguyen Information Consulting, Inc dba Net-Integrated Consulting, Inc (NIC) out of Urbandale, IA is looking for a clinically experienced team member who will oversee and manage a federal project in the area of Diabetes and Diabetes Management within the Indian Health Services (IHS) population. The desired candidate will be responsible for managing the provision of quality primary health care and program services delivered by an interdisciplinary team in a comprehensive, collaborative manner with an emphasis on health promotion and education. The Clinical Manager develops, manages, and reports on, and is accountable for the activities of the program and its staff, and represents and promotes the expected objectives as laid out within the specified RFI requirements. The Clinical Manager will be expected to be a key leader in the overall management of the project, providing administrative support in the areas of human resources, finances, and general accountability to the Project Director. Other responsibilities will include the strategic integration and communication of NIC's vision, mission statement, values and overall plan of the organization to the project and employees, strongly encouraging adherence and respect to these by team members.

### Job Responsibilities and Duties

- Experienced with caring for and following care planning objectives for the diabetic patient population.
- Experience with patient care within a clinic, home care and/or hospital setting
- Maintains and complies with all Iowa state nursing requirements
- Follows good nursing practice in all areas of the project, implementing proper adherence to the care planning nursing process of assessment, nursing diagnosis, planning, implementation, and evaluation
- Practices proper critical thinking skills
- Maintains professional skills and training as required by all credentials held, including licensure and CEU's
- Responsible for documenting assessment data, educational plan, educational services provided and evaluation results in each participant's educational records in compliance with ADA Education Recognition Program Standards
- Develops and implements program strategies, goals, and objectives as listed in the project's RFI requirements.
- Attends and leads regularly scheduled team and staff meetings
- Coordinates and supports all project team meetings
- Maintains and strives for a positive team environment in regard to all collaboration, education, communication and team building needs
- Participates in team and NIC special events as required
- Contributes to the development and implementation of NIC's policies, procedures, and strategic plan and objections



- Collaboratively develops educational goals, learning objectives, and a plan for educational content and teach methods with program participants
- Maintains accountability for the setting and attainment of all team goals and objectives
- Complies with all mandated legal/regulatory requirements related to working on specified project

### **Job Skills and Qualifications**

Registered Nurse or Registered Dietician 10+ years of experience  
Master of Science in Nursing (MSN) and/or Master of Science in Nursing Education  
3+ years of experience in Diabetes Management, clinical or home care settings preferred  
Holds a current BC-ADM Certification  
Experience in overseeing and managing a team

### **Reports To**

NIC's designated Project Director.

### **Job Location**

NIC's head office is located in Urbandale, IA.

Must be willing to travel within the United States as needed