

Agency Name

Willamette Vital Health

Position Title

Admissions Manager, Hospice

City where Position is Located

Salem

Position Description

Admissions Department Manager

We are a community owned, not-for-profit organization providing innovative, personalized, and compassionate care to patients and families facing serious illness. Our staff believe and are passionate that patients and their families facing serious illness, death and grief should have access to the best care available.

Why work for us? Our Admission's Liaison, Arlene B. says it best: "It's not just a job, it is a calling. We are not just employees, we are family".

We are looking to hire an Admissions Manager with an RN, Nurse Practitioner or Physician's Assistant license that has this same passion. The job responsibilities include reviewing eligibility for hospice admissions with the hospice medical director, ongoing hiring, training, supervision and evaluation of admissions staff and communication and coordination of admission activities to ensure high quality patient/family care and adhere to regulatory guidelines. Other duties include refining admit and referral processes, training, and education on admits, and acting as a liaison to referral sources. The Admissions Department Manager attends Clinical Process, Leadership Team meetings and participates in the administrator on call rotation.

Where Applications can be Delivered

Please submit your resume to Careers@wvh.org or visit our website at www.wvh.org

Download PDF of Job Posting

- [Admissions-Manager-Hospice.pdf](#)