



Human Resources

P.O. Box 400
Okmulgee, OK 74447

POSITION: Performance Improvement Coordinator/Infection Preventionist
VACANCY ANNOUNCEMENT: CN-16-26 **Re-advertise**

STARTING SALARY: Negotiable
CLOSING DATE: Open Until Filled

The Muscogee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscogee (Creek) Nation. MCNDH is an integrated system of six health centers, an Express Care Clinic, two hospitals, a physical rehabilitation center and nine comprehensive community health programs Offering services across the lifespan including pediatrics, family medicine, nursing, dental, laboratory, radiology, pharmacy, behavioral health, emergency medical, audiology, nutrition, physical therapy and optometry.

DESCRIPTION OF ASSIGNMENT: Responsibilities of this position include providing leadership direction, and management in the planning, development, implementation, and evaluation of the MCNDH Medical Center & MCNDH Physical Rehabilitation Center infection prevention program; including providing a safe & effective system for the maintenance of sanitary environment, as well as, the surveillance, prevention, control, & reporting of infections. Collaborates with facility leadership and healthcare providers responsible for inpatient and outpatient departments and services, as well as monitoring all MCNDH employees who become ill or are injured at work. Assists with in-service programs related to infection prevention and control and employee health. Participates in the MCNDH's quality management program and maintains compliance with federal and state laws; also complies with accrediting body guidelines and standards.

REQUIREMENTS: Candidates must meet the following requirements:

Bachelor of Science in Nursing is required. Current RN licensure in State of Oklahoma. Specialized training in Infection Prevention and Control preferred. Minimum three years' experience working in a clinical setting supporting project based work in quality improvement and infection prevention..

EVALUATION METHODS: Applicants who meet the requirements described above will be evaluated to determine the extent to which they possess or have the potential to acquire knowledge, skills, abilities and personal characteristics, (KSAP's) required of this position. Applicants should address the following KSAP's on a separate attachment to their application.

1. Excellent written and verbal communication skills
2. Demonstrated ability to effectively communicate with staff at various levels throughout the organization.
3. Knowledge of current regulatory and accreditation standards in health care services.
4. Definitive analytical ability. Problem solving is a required core competency.
5. Detailed working knowledge of the health care industry including HER strategies, medical legal issues, laws, regulatory agencies, and other national standards preferred.
6. Possesses developed interpersonal skills to work in a high profile and fast paced team.
7. Must demonstrate excellent organizational ability, communication skills, computer skills, and project management skills.

APPLICATION PROCEDURES: Apply online at [Department of Health Application](#). (Current employees must use a transfer request form available on the intranet home page under forms). The KSAP's as outlined in the Evaluation Methods section should be addressed, but are not required. For further information call Jeremy Smith at (918) 732-7828. The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

Staffing Coordinator

Date