

Home Health Manager

About us

Greene County Health Department is a passionate, community-focused organization dedicated to improving the health and well-being of Greene County residents through quality healthcare, prevention, education, and compassionate service.

About the role

We are seeking an experienced and motivated **Home Health Manager** to oversee the daily operations of the Home Health Program. The Home Health Manager provides clinical leadership, supervision, regulatory oversight, and quality improvement while ensuring exceptional patient care and compliance with all applicable state, federal, and Medicare Conditions of Participation.

This position supervises Home Health nursing staff and works collaboratively with physicians, patients, families, and interdisciplinary team members to ensure safe, effective, patient-centered care.

Responsibilities

- Oversees the daily operations of the Home Health Program.
- Supervises, mentors, and evaluates Registered Nurses, Licensed Practical Nurses, Home Health Aides, and other assigned staff.
- Reviews referrals and physician orders to determine patient eligibility and appropriate staffing assignments.
- Ensures compliance with Medicare Conditions of Participation, Illinois Department of Public Health regulations, agency policies, accreditation standards, and quality assurance requirements.
- Oversees development, implementation, and evaluation of individualized patient plans of care.
- Provides clinical consultation and support to nursing staff regarding patient care concerns and complex cases.
- Conducts chart audits to ensure complete, timely, and accurate documentation.
- Monitors productivity, patient outcomes, quality indicators, and program performance.
- Coordinates interdisciplinary case conferences and promotes communication among healthcare providers.
- Participates in budgeting, staffing, scheduling, and program planning.
- Oversees orientation, competency assessments, and continuing education for Home Health staff.
- Investigates patient concerns and assists with resolution of complaints.
- Participates in agency quality improvement initiatives and performance improvement projects.
- Serves in an on-call rotation as needed.
- Performs home visits as necessary to maintain clinical competency and meet patient care needs.
- Performs other duties as assigned by the Administrator.

Candidate requirements

- Current Illinois Registered Nurse license in good standing.
- Bachelor's degree in Nursing preferred.
- Minimum of three years of nursing experience, with at least one year of home health experience preferred. Supervisory or management experience preferred.
- Strong knowledge of Medicare Home Health regulations and Conditions of Participation.
- Excellent leadership, communication, organizational, and problem-solving skills.
- Valid driver's license, reliable transportation, and proof of automobile insurance.
- Current CPR certification.
- Ability to work occasional evenings, weekends, and participate in an on-call rotation.

Contact us to apply

If you'd like to apply for this position, please complete & submit an application to the health department or email a copy of your resume to GreeneHD@greenecountyhd.org. Position open until filled. This is an opportunity to set and reset current processes, policies, practices and procedures. It is an opportunity to develop skills and work in a community you love. Depending on preferred work status, **benefits may include retirement under the Illinois Municipal Retirement Fund, holidays, and a close-to-home career.**