

# **Full Time/ Part-Time Pediatric Registered Nurse**

New Alternatives for Children, Inc. (NAC) is an award-winning health care and social service agency in Midtown Manhattan, with a satellite Bronx office, which serves children living with medical complexity, disabilities or serious emotional or psychiatric disturbance and their families.

We are currently seeking a Pediatric Nurse/RN Care Coordinator to work in the communities of families enrolled in our Prevention and Foster Care programs and in our clinic. This position offers highly rewarding experience for nursing professionals who welcome the opportunity to build strong relationships with at-risk families within their communities. It's an exciting opportunity to be a part of multidisciplinary teams of professionals at an innovative agency serving the needs of some of the most vulnerable children and families in New York City.

**Title of Position: Full-Time/ Part Pediatric Registered Nurse RN Care Coordinator**

**Position Type: Full Time| Part Time**

**Pay Range:**

- Full-Time Pediatric Registered Nurse- RN Care Coordinator \$ 80,000-\$85,000
- Part Time Pediatric Registered Nurse- RN Care Coordinator-
  - Part-Time **20hrs:** \$45,714-\$59,500;- **25 hrs:** \$57,142- \$60,714

**Position Type/Expected Hours of Work**

- Part-time: 20 to 25 hours per week, with a flexible schedule.
- Full-time: 35 hours per week, with a flexible schedule.
- Shifts are generally Monday through Friday

**Location: 825 7th Ave, New York, NY 10019 | 1775 Grand Concourse, Bronx, N.Y 10453**

**Department: Comprehensive Care Center (Medical) Department**

**Description of Responsibilities:**

**In the community-**

- Make home visits to children in the Prevention and Foster Care Programs, according to program guidelines.

- Accompany children and families to selected primary care and pediatric and surgical subspecialty visits, as needed.
- Attend selected multidisciplinary conferences held in community settings around the health care needs of children and families.

**In our clinic-**

- Help oversee clinic activities to ensure that encounters occur in a timely fashion.
- Obtain and document vital signs, perform venipuncture and collect specimens for various labs on children and adults served in the clinics.
- Perform vision and hearing screening and administer immunizations for children served in the clinics, as ordered by MD/PNP.
- Assess and triage children and families presenting with concerns for acute illness.
- Provide direct care to patients that includes (but is not limited to) providing treatment for asthma, conducting physical assessment in cases of suspected child maltreatment, and delivering emergency care.

**Care coordination activities:**

- Assess the medical needs of each child by reviewing diagnoses, birth history, and inpatient and outpatient records.
- Provide education for families on how to optimally care for their children in their home settings, particularly around the children's special health care needs, with reinforcement as needed.
- Collaborate with social workers, education specialists, recreation staff, mental health and other medical professionals to assess each child's health care needs and problems and implement health care plans. Maintain and update those plans as needed, assuring optimal quality of care.
- Participate actively in multidisciplinary Clinical Care Conferences and Family Team Conferences convened at NAC and selected interagency case conferences held at NAC and in the community.
- Make referrals for community-based care and provide follow-up as needed.
- Provide follow-up to all children taking psychotropic medications. Serve as liaison to mental health professionals at NAC.

**Other duties:**

- Ensure accurate and timely documentation of all patient care and community based activities.
- Provide telephone triage and advice to parents.
- Assist in administrative duties, when needed.
- Assist in quality improvement activities involving services provided to children in assigned caseload, including maintaining up-to-date medical record documentation.

**Required Education and Experience:**

- Current New York RN license (in good standing) required.
- Must be a graduate of an accredited school of nursing. Bachelor of Science in Nursing (BSN) preferred.
- At least one year of post graduate experience in pediatrics, maternal child health, and/or home care preferred.
- Bilingual (English / Spanish) a plus.
- Computer Literacy required.
- Experience with using electronic health records required.

How to Apply:

Please indicate **Full-Time/ Part Pediatric Registered Nurse RN Care Coordinator** in the subject line when applying. Please submit *cover letter* and *resume* to: [hr@nackidscan.org](mailto:hr@nackidscan.org)

For information on New Alternatives for Children, Inc., visit our website at [www.nackidscan.org](http://www.nackidscan.org)

*New Alternatives for Children, Inc. is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.*

*New Alternatives for Children, Inc. was founded on the principle of inclusion. We strive to create and maintain a diverse, equitable, and inclusive workplace at all levels. It is not enough to serve; we must strive to dismantle oppressive policies and practices.*

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