

HPTC Job Board Employer Job Form

Please complete this job description form in its entirety. Your submission will be reviewed and posted for a **period** of 30 days unless you request a specific time period. If you have questions please contact Katie Shirley at kshirley@hptc.edu.

Your Name (First and Last) Robyn Monday

Your Email (for questions about your job listing) rmonday@newmanmemorialhospital.org

Posting start and end dates: 02/01/2024-02/28/2024

Name of Company: Newman Memorial Hospital

Position to be posted: Swing Bed Coordinator

Primary Function: Responsible for coordinating the admission and discharge of swing bed patients, orienting patients to the facility, offering resources and reporting activity appropriately. Monitoring us of the skilled swing bed program for compliance.

Required skills: Current RN license and knowledge of Swing Bed programs, Utilization Review, and Discharge Planning required.

Hours: Monday - Friday with occassional weekend duties

Salary range: Dependant on Experience

Application process / Contact Information:
Applications can be completed at www.newmanmemorialhospital.org or by contacting Robyn Monday at 580-938-2551 Ext. 5527

Additional notes or comments:

After completing and saving the form, return to kshirley@hptc.edu or fax to 580-571-6006.