



Volunteer Hospice of Clallam County

Job Description

Position: Hospice Nurse (Admissions)

Status: Part-time 96-128 hours/month, non-exempt, hourly

Open Date: October 18, 2021

Closing Date: When filled

Instructions: Please send a cover letter and resume to Anita Chilton, Office Administrator, via email to office@vhocc.org.

Position Summary

This meaningful position requires an experienced Registered Nurse to initiate services for palliative and hospice patients at their places of residence and in facilities in Clallam County, WA. Our ideal candidate has strong nursing acumen and is an energetic team player with a heart for end-of-life care. The Admissions nurse can expect to work 96-128 hours per month, averaging 4 days per week. Admission Nurses participate in overnight call rotation with no weekend expectation. Volunteer Hospice of Clallam County (VHOCC) is one of the only community-sponsored nonprofit hospice care organizations in the nation that provides clinical services to patients for free. Our unique model allows nurse to provide truly patient-centered care that is free from Medicare requirements.

Reports to: Nurse Team Manager

Our Mission and Who We Are

Mission

To provide free around- the-clock registered nursing availability to terminally ill patients, while supporting them and their families emotionally, physically and spiritually with a team of trained volunteers.

Volunteer Hospice of Clallam County (VHOCC) is a non-profit organization based in Port Angeles, WA that provides hospice nursing and volunteer services to residents of Clallam County for free. VHOCC relies exclusively on donations and community support. Our services include end-of-life nursing care, respite for caregivers, grief support, spiritual care, and a medical equipment loan program for the community. Learn more about our unique model of care at www.vhocc.org.

Education, Certifications & Experience Requirements

- Graduation from an accredited school of nursing, BSN preferred.
- Minimum 3 years nursing experience required. Hospice, home health or long-term care preferred.
- Working knowledge of MS Office and comfortable learning electronic healthcare record system.



- Current Washington RN license in good standing.
- Current BLS (Basic Life Support) Certification.
- CHPN Certification encouraged.

Other Job Requirements

- Valid Washington State Driver's license
- Valid auto insurance
- Reliable vehicle for travel between Sequim and Port Angeles
- Nursing malpractice insurance
- Ability to flex schedule to accommodate ebb and flow of admissions
- Work cooperatively with others and function as part of a team
- Excellent verbal and written communication skills
- Able to lift 40 lbs. and kneel, stoop, climb, stand, crawl and bend
- Able to pass a background check

Work Environment and Location

- Patient care is performed primarily at private homes and residential facilities.
- Office work is performed at VHOCC office with option for home office.
- Required staff meetings and training occur at VHOCC office or remotely via Zoom.
- Duties require carrying a cell phone, tablet, and medical supplies and equipment.
- Requires the ability to alternatively sit and stand for sustained periods of time.
- Requires ability to drive at night when on-call.

Compensation & Benefits

- Salary adjusted for education and relevant experience.
- PTO calculated on hours worked.
- Employer sponsored health benefits (medical, dental, vision).
- Employer sponsored 401(k) plan.
- Educational benefit.

VHOCC's Equal Employment Opportunity Policy

Volunteer Hospice of Clallam County provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.