

**JOB TITLE – PEDIATRIC CARE COORDINATOR**

**HOURS M-F: 8:00 AM - 5:00 PM**

**SUPERVISOR: Pediatric Behavioral Manager**

**SALARY Commensurate with Experience**

**FULL TIME POSITION**

The mission of Waco Family Medicine (WFM) is to improve the wellness of the underserved and vulnerable residents of the Heart of Texas by providing effective access to high quality comprehensive primary healthcare. Almost 80% of our patients live at or below the Federal Poverty Guideline, and represent a diverse range of cultural backgrounds. We provide care at every stage of life from fifteen sites across two counties.

**POSITION DUTIES/RESPONSIBILITIES:** Working in a transdisciplinary primary care team, provide advanced care management for pediatric patients (and pregnant women) with medical or behavioral health conditions, requiring additional specialty care. Advanced care management tasks include provide care coordination services to address short and long-term medical and behavioral health treatment goals. Care coordination tasks include assess and respond to psychosocial, financial, functional, cognitive and medical needs; identify and utilize patient’s systems of support and facilitators for reaching health goals; monitor and respond appropriately to change in patients’ condition, resources, or services. Communicate with physician and care team members about relevant patient needs or changes. Additionally, pre-visit planning, providing patient education, monitoring registries and supporting patients/parents in self-management of health.

Care management services will mostly be provided in the clinic and over the phone but when warranted will be delivered in patient’s home.

**REQUIRED EDUCATION, TECHNICAL TRAINING OR EQUIVALENT: LMSW**

**REQUIRED EXPERIENCE OR SKILLS:** Waco Family Medicine has named health equity as a key strategic vision for the organization, recognizing the close link between the elimination of disparities and health outcomes. Therefore, candidates with experience serving diverse or underrepresented populations are preferred. Further, prior demonstration of knowledge or contributions to racial justice efforts is considered a minimum qualification.

Knowledge of health care conditions and needs of children and pregnant women. Familiarity with coordinating support services for patients. Ability to navigate health care systems. Knowledge of health care payment systems including Medicare and Medicaid. Ability to communicate across disciplines. Qualified to work towards clinical licensure if not already licensed. Ability to speak Spanish is valued and reflected in compensation.

**TO APPLY:** Please visit our website at [www.wacofamilymedicine.org](http://www.wacofamilymedicine.org) and fill out an online application located under Careers.