

**Health Care Nurse Case Manager  
The Province of St. Joseph of the Capuchin Order - Michigan**

*Inspired by the gospel of Jesus and the example of Francis of Assisi, the Capuchin friars of the Province of St. Joseph, together with our partners in ministry, prayerfully build sister-brotherhood in the world. We attend simply and directly to the spiritual and other basic human needs, especially those of the poor and disenfranchised, promoting justice for all.*

The Province of St. Joseph of the Capuchin Order, is currently seeking a Health Care Nurse Case Manager to manage and coordinate the health care for friars in the Detroit and surrounding areas of the Province.

**Essential Duties include:**

- Demonstrate, exemplify and support the Capuchin Charism and Provincial Mission, Vision and Values throughout all professional responsibilities and activities.
- Screen for and coordinate friar care with Health Care Director and Local Minister.
- Develop individual Wellness Care Plans and provide on-going support to inspire friar wellbeing.
- Assist friars to manage chronic conditions, provide disease-specific education; communicate when specialty care is necessary.
- Consult with individual friars regarding acute health problems, assess the need for intervention and make appropriate referrals to doctors and community services.
- As health care advocate, develop rapport with healthcare staff of clinics, hospitals, nursing homes and other living facilities.
- Facilitate and/or accompany friars to medical appointments. Implement physician orders and follow up to evaluate for compliance, status and appropriate outcome
- Work with Health Care Team to maintain health insurance records and collaborate with the benefits consulting firm when questions arise.
- Serve as a resource person to Health Care Director and assist in friar health care initiatives
- Coordinate health and wellness educational material and presentations with Health Care Director
- Coordinate with Health Care Team to maintain a current medical history and record for each friar in Wisconsin. Documentation according to generally accepted nursing and Province practices
- Assess safety of friar living arrangements and make recommendations based on physical and mental health status.
- Comply with Province and ministry policies, procedures, guidelines and standards.

**Qualifications:** RN License, at least 5 years as RN with increasing responsibilities, leadership experience, 2 or more years of Case Management/Home care experience preferred, experience with geriatric patients preferred. Employee must be able to assist in repositioning patients, be able to lift at least 25 pounds. Employee will have the ability to travel statewide; mainly in Detroit/Saginaw areas.

The Review of resumes will begin immediately. Please send letter of interest and resume to: [employment@thecapuchins.org](mailto:employment@thecapuchins.org) Please include "Health Care Nurse Case Manager - MI" in the subject line.

Or mail to:  
Attention: Human Resources  
Health Care Nurse Case Manager - MI  
The Province of St. Joseph of the Capuchin Order  
1820 Mt. Elliott Street  
Detroit, MI 48207