

## Case Manager Job Description

Join our practice to help make a difference!

We are often looking for full time IVF Case Managers to care for our In-vitro fertilization patients in our San Ramon office location. Our practice environment is very innovative and exciting, patient satisfaction is excellent, as are our success rates! This is an opportunity to be involved with an extraordinarily committed and caring staff. Our center consists of several physicians specializing in infertility care and is one of the largest in vitro fertilization centers in California. We have multiple Bay Area locations.

### Position Requirements:

- \* Current R.N. license
- \* Current CPR Certification, ACLS preferred.
- \* Minimum 1 year clinical experience in Women's Health or Infertility or OB-GYN.
- \* Computer literate. Experience with electronic medical records (EMR) and scheduling software preferred.
- \* Ability to travel between local offices and work some regularly scheduled weekends.
- \* Personal integrity, flexibility, self-starter, organized, team player, diversity tolerance and excellent communication skills.
- \* Spanish Speaking a plus

### Responsibilities include:

- \* Complete Case Management of patients using IVF in their journey to build a family. \* Patient Education, including patient injection education
- \* Charting in EMR and scheduling in electronic scheduling program
- \* Assisting physicians with procedures
- \* Positive interaction w/ all team members

EOE

To learn more about our practice, please visit our website at [www.rscbayarea.com](http://www.rscbayarea.com).