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**Job Title:** Nurse Navigator

**Reports to:** Program Director, Executive Director

**Summary:** The Nurse Navigator functions on the multidisciplinary team as an advocate, interpreter, educator, and counselor for oncology patients. Responsible for ensuring all patients with an oncology diagnosis receive quality and comprehensive services. Coordinate patient care throughout the continuum in collaboration with the multidisciplinary team. Serve as a clinical resource with expertise in hematology/oncology care management. Serve as a liaison throughout the facility and in the community regarding services provided for this unique patient population. Provide expert nursing care which includes but not limited to direct clinical practice, consultation, education and research.

### **Duties and Responsibilities**

- Demonstrates the knowledge, skill and coordination to provide nursing care and guidance to the cancer patient from screening to survivorship. Systematically and continually performs the functions of assessing, planning, implementing, and evaluating the care according to the nursing process and Oncology Nursing Society Standards of Practice
- Provides education and information to the patient and family, helping to make the care seamless continuous and comprehensive.
- Initiates and documents patient teaching including family and significant others based on assessment of needs
- Responds to patient request for information regarding the disease process, expected side effects of treatment and community resources. Uses appropriate patient Education documentation modality
- Supports the patient during difficult decision-making periods. Assists in coordination of end of life care for patient and family and provides emotional support
- Functions in an organized and time conscious manner. Partners with patient, families, the interdisciplinary team and community resources to provide well-coordinated, timely, compassionate, exemplary, interdisciplinary care
- Communicates with all members of the healthcare team as appropriate about patient/family needs and concerns
- Initiate and performs ongoing review of policies related to service provided. Where appropriate, updates or writes new policies to enhance professional practice
- Serves as a resource for community educational event, such as health fairs, screenings, symposiums, and lectures as well as staff education along with Clinical Educator

### **Minimum Education, Experience and License/Certification Required**

- Registered Nurse (RN), Licensed Practical Nurse (LPN)
- Excellent teaching and customer service skills required Excellent verbal and written communication skills
- 5 plus year experience in medical field or equivalent