Job Title: Resident Care Director
Location: Sunapee Cove Assisted Living and Memory Care Sunapee, NH 03782
Type: Full Time

Job Summary:
The Resident Care Director is responsible for the overall safe operation of the Resident Care Department of the community. The Resident Care Director is responsible to evaluate and assess the general Health functioning of all residents on an ongoing basis and will design and revise the care plan for each resident as required. This position ensures community compliance with all applicable Federal and State regulatory agencies.

Duties and Responsibilities:
The following essential functions are the fundamental job duties of the position to be completed with or without appropriate reasonable accommodation.

- Identify and assess the clinical status of potential residents including complete nursing assessment and consultation with current Primary Care Physician prior to admission.
- Secure a statement from resident's primary care physician indicating any physical or emotional limitations and certify that the resident is appropriate for the community.
- Supervise the medication management program and assisting the residents with self-administration of their medication as required.
- Ensure the coordination of health-related services for residents.
- Develop a service plan for each resident according to current Federal and State regulations and HallKeen Assisted Living Communities policies.
- Provide ongoing supervision of residents' health related activities: complying with health care instructions provided by PCP or other health care professionals.
- Maintain positive relations with residents, families and physicians.
- Report any significant incidents and/or changes in the residents needs to the Executive Director.
- Ensure that the Resident Services Nurse evaluates each resident following a hospitalization, incident, accident, injury or illness.
- Ensure completion of resident assessments and service plans per State Regulations
- Supervise all activities of Resident Care staff including staffing, scheduling, training and in-services, safety, semi-annual evaluations and new hire orientation of new staff.
- Act as community OSHA Liason.
- May perform other duties as assigned.

Minimum Qualifications:

- Registered Nurse/Licensed Practical Nurse/Licensed Vocational Nurse with a current license in good standing.
- Certification or licensed per state guidelines.
- Must successfully complete all HallKeen Assisted Living Communities specified training programs.
- Ability to Supervise staff
- Able to work various schedules and shifts as needed.

Physical Demands:

- Physically able to move at least 50 lbs. without assistance.
- Physically able to bend, reach, and work in small areas.
- Physically able to push and pull equipment and furnishings.
- Physically able to stand for long periods of time.

Benefits:

Full time position offers a competitive benefit program to include Medical, Dental, Vision, Health FSA, Dependent Care FSA, Short-Term Disability, Long Term Disability, Life Insurance, Home and Auto Discount program, Vendor Discount Program, 401(k) with matching contribution, Accrued Vacation, Sick, and Personal time and Paid Holiday Benefit. Employee referral bonus, and resident referral bonus.

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