



Citizens Medical Center, Inc. (CMCI), Colby, KS is looking for the right person to join our community-based team of expert professionals.

### **Acute Care Nurse Manager**

"Enhancing the Lives of Those We Serve"

Our ideal candidate possesses strong interpersonal skills needed to function in a team setting while working alongside a team of experienced nurse managers. They create a positive, supportive atmosphere by working in harmony with assigned co-workers.

#### **QUALIFICATIONS**

1. Prefer 3 years hospital experience as a professional registered nurse.
2. Demonstrates supervisory experience.
3. Thorough knowledge of nursing theory and practice.
4. Knowledge of hospital organization, administrative practices, standards, regulations and applicable laws.
5. Ability to apply principles of personal administration to selection, placement, supervision and evaluation of workers.
6. Deal understandingly and tactfully in a professional manner with all patients and their families.

**Relocation package available!**

To apply send your resume or contact:

Heather Stapp

HR Recruiter

(785) 460-4893

[hstapp@cmciiks.com](mailto:hstapp@cmciiks.com)

## Health Information Manager

Step up your career path to be a part of an organization that strives for innovation and excellence in the health care industry. Join our community-based team of expert professionals who ensure thorough clinical documentation, accurate medical coding and proper reimbursement for CMCI.

We are seeking the right person to oversee day to day supervision and management of the HIM department. Responsibilities include:

- Direction and supervision of day to day activities and personnel- payroll, evaluations, oversees records, etc.
- Coordinate medical staff activities- agendas, policies, procedures, etc.
- Supervises coding of inpatient, outpatient, Specialty Clinic, and assists with coding when needed.
- Prepares monthly statistical reports.
- Serves as a primary officer.
- Develops and maintains policies and procedures for HIM.
- Assists with department functions.
- Additional other assigned duties.
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\*\*\*Relocation Package Available\*\*\*

***Certification by the American Health Information Management Association as an RHIT or RHIA is required.*** 2-3 years medical records experience with knowledge of basic medical record functions and one year management experience. Quality assurance activities and medical staff functions are preferred.

To apply, send your resume or contact:

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HR Recruiter

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CMCI is an Equal Opportunity Employer.

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### **Surgical Scrub Technician**

We are currently seeking a Surgical Scrub Technician to join our team of dedicated professionals in leading the region by providing superior health care services and exceptional customer care!

We offer competitive wages, excellent benefits and a strategic plan for development, innovation and growth.

The Surgical Scrub Technician creates and maintains sterile fields. Scrubs and assists with surgical procedures by passing instruments and specific equipment. Takes counts according to standard policy. Obtains supplies needed. Takes surgery call when assigned. Assists and/or completes day to day duties as assigned.

Certification is preferred but willing to train the right person.

Call or email Heather 785-460-4893 [hstapp@cmciiks.com](mailto:hstapp@cmciiks.com) for more information or visit our website at [www.nwkshealthcare.com](http://www.nwkshealthcare.com)