🩺 Clinical Specialist (Waimea)

🌺 Be the Change. Make a Difference. Every Patient. Every Day. 💙
Do you believe great healthcare starts with compassion, teamwork, and a genuine commitment to helping others? We do, too! 🌈

At Hoʻōla Lāhui Hawaiʻi (HLH), we're seeking a dependable, compassionate, and motivated Clinical Specialist to support our healthcare providers and ensure patients feel informed, respected, and cared for. If you're ready to put your clinical skills and caring spirit to work for the people of Kauaʻi, we'd love to meet you! 🌴

💙 WHAT YOU'LL DO

- 🩺 Support patient care: Obtain chief complaints and vital signs, prepare patients for examinations, assist with procedures and treatments, and promptly report concerns to appropriate clinical staff according to established triage protocols.
- 💊 Provide clinical support: Administer oral medications under provider supervision and subcutaneous or intramuscular medications when appropriately trained and deemed clinically competent.
- 📋 Coordinate care: Maintain accurate patient records, review provider instructions and care plans, coordinate tests and procedures, explain preparation requirements, and facilitate referrals and insurance authorizations.
- ⏱️ Keep the clinic running smoothly: Support patient flow, answer questions, return calls promptly, and provide front-desk assistance as needed.
- 🧼 Maintain a safe, organized clinic: Clean and prepare clinical spaces, sterilize instruments, replenish supplies, and monitor inventory.
- 🤝 Support the team: Assist with new employee orientation and collaborate with coworkers to provide excellent patient care.

🌟 WHAT YOU'LL BRING

- 🎓 Medical Assistant training (certification preferred), Certified Nursing Assistant training, or equivalent clinical preparation and demonstrated competence consistent with position requirements.
- 🩺 Knowledge of medical terminology and basic clinical skills; healthcare or related experience.
- 💬 Strong communication, documentation, organizational, and problem-solving skills.
- 💪 Ability to prioritize, adapt to interruptions, and thrive in a busy clinical environment.
- 🔒 Professionalism, sound judgment, discretion, and a commitment to patient confidentiality.
- 🌺 A compassionate, flexible, and collaborative approach to working with patients, families, providers, and coworkers.

🌴 WHY HOʻŌLA LĀHUI HAWAIʻI?

Meaningful work shouldn't mean putting your life on hold! 😎
Join a supportive, mission-driven team that cares for our community and our Kaua'i 'ohana.

- 💰 Compensation: $25.00+ per hour, depending on experience (DOE)
- 🏥 FREE employee HMSA medical coverage
- 🦷 FREE HDS dental coverage
- 💰 401(k) PLUS employer contribution
- 🌴 Generous paid time off and vacation
- 🎉 Paid holidays, including your birthday!
- 💳 Flexible Spending Account (FSA)
- ⚖️ A work-life balance worth bragging about!

🌈 BE THE CHANGE. JOIN OUR 'OHANA!

Submit your resume and cover letter to the Human Resources Director at jashby@hoolalahui.org. 👍🏽