

**CURRENT POSITION OPENINGS – September 27, 2021**

Internal candidates interested in a position should see Human Resources Department to complete an internal job application form.

<b>Registered Nurse Obstetrics</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California R.N. license. Six months recent experience in perinatal nursing preferred. BLS and successful completion of neonatal resuscitation within six months of employment. <b>Position Responsibilities:</b> The staff nurse in Obstetrics functions independently in performing the nursing process through assessment, planning, implementation and evaluation of safe therapeutic care for all patients during labor, delivery, immediate post-partum and newborn care; including those patients in complex situations with overt and covert needs and/or complications of treatment during his/her shift. The staff nurse manages and coordinates the clinical activities on the patient unit during his/her shift.
<b>RNFA Surgery</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California RN License and ACLS required. Successful completion of an approved RNFA course of instruction and proctoring criteria met is required. Minimum of two years perioperative experience is preferred. <b>Position Responsibilities:</b> The RNFA renders direct patient care as part of the perioperative team by functioning as a first assistant under the supervision of a surgeon with active privileges at Fairchild Medical Center.
<b>Speech/Language Pathologist Rehabilitation Services</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Licensed or License eligible as a Speech/Language Pathologist in the State of California. Successful completion of CFY under the supervision of a Speech/Language Pathologist. <b>Position Responsibilities:</b> Responsible for organizing, conducting, and developing a medically prescribed program of speech therapy within both hospital and outpatient settings.
<b>Registered Nurse Emergency Department</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California R.N. License. BLS and ACLS certification required within three (3) months. PALS, TNCC, MICN preferred. Minimum of one (1) year acute care experience within the last two (2) years preferred. Six (6) months recent experience in Emergency department desirable. <b>Position Responsibilities:</b> The staff nurse in the Emergency Department functions independently in performing the nursing process through assessment, planning, intervention and evaluation of safe therapeutic care for all patient's overt and covert needs and/or complications of treatment in the Emergency Department. Manages and coordinates the clinical activities in the department during his/her shift.
<b>Registered Nurse Intensive Care Unit</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California R.N. License. BLS and ACLS certification required within six (6) months. Minimum of one (1) year critical care experience within the last three (3) years required. Satisfactory completion of a course in critical care, intensive care or coronary care within the last three (3) years preferred. <b>Position Responsibilities:</b> Function independently in performing the nursing process through assessment, planning, intervention and evaluation of safe therapeutic care for all patient's overt and covert needs and/or complications of treatment on his/her shift. The staff nurse manages and coordinates the clinical activities on the patient unit during his/her shift.
<b>Registered Physical Therapist Rehabilitation Services</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Licensed as a Registered Physical Therapist with the State of California, or receipt of License Applicant Status letter from the Physical Therapy Board of California required. BLS required. <b>Position Responsibilities:</b> Responsible for organizing, conducting and developing a medically prescribed program of physical therapy in both hospital and out-patient setting.
<b>Aide I Environmental Services</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Institutional cleaning experience preferred. <b>Position Responsibilities:</b> Maintains for patients, employees, and visitors an environment that is safe, scientifically clean and pleasant. Functions under proper supervision to provide maximum bacteriological control throughout the hospital environment. Starting hourly rate of <b>\$18.95</b> with a <b>sign-on bonus</b> .
<b>License Vocational Nurse FM Clinic/Scott Valley Rural Health Clinic</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California LVN license required. BLS required. Two (2) years of experience as a nurse in a Provider's office preferred. <b>Position Responsibilities:</b> Administers nursing care to designated patients under the supervision of a F.N.P., P.A., or Physician. Performs a variety of direct and indirect patient care duties/activities.
<b>Occupational Therapist Rehabilitation Services</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Licensed, or License Eligible, as a Registered Occupational Therapist with the State of California. New Graduate or more experience required, depending on department need. BLS certificate Preferred. <b>Position Responsibilities:</b> Responsible for organizing, conducting and developing a medically prescribed program of occupational therapy in both hospital and out-patient setting.
<b>Medical Lab Technologist-CLS Laboratory</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California Department of Health Services Clinical Laboratory Scientist License required. One (1) to three (3) years' experience preferred. <b>Position Responsibilities:</b> Performs all Laboratory test necessary for the diagnosis and treatment of patients at the request of the attending physician(s). Responsible for reporting accurate results substantiated by the use of appropriate controls. Demonstrates proficiency and understanding of routine procedures for all areas of the clinical laboratory with minimal supervision. <b>Sign-on bonus</b> .
<b>Registered Nurse Med/Surg.</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California R.N. License and BLS required. Minimum of one (1) year acute care experience within the past three (3) years preferred. <b>Position Responsibilities:</b> The staff nurse in the Med/Surg. Unit functions independently in performing the nursing process through assessment, planning, intervention and evaluation of safe therapeutic care for all inpatient's overt and covert needs and/or complications of treatment on his/her shift. The staff nurse manages and coordinates the clinical activities on their patient assignment and may be assigned to coordinate the unit activities during his/her shift.
<b>Inventory Control Clerk Materials Management</b> Part Time	<b>Required Education, Licenses/Certifications, and Experience:</b> One (1) to two (2) years in purchasing or inventory control. One (1) to two (2) years computer experience. Basic math skills. Ability to pick up, carry, stock and store boxes of various sizes. <b>Position Responsibilities:</b> Receives, stocks, and delivers supplies to all departments.

<p><b>Medical Scribe FM Clinic Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED Equivalent required. Computer proficiency in Windows and ability to type 45 WPM or greater. Knowledge of Medical Terminology, Anatomy and Physiology coursework. Medical transcription experience with previous experience working in an outpatient clinic or doctor's office preferred.</p> <p><b>Position Responsibilities:</b> A Medical Scribe is an individual trained in medical documentation who assists a provider throughout their shift. The primary goal is to increase the efficiency and productivity of the provider. It will be the responsibility of the Medical Scribe to annotate and dictated or written information for the treatment of patients following all local, state and federal guidelines for documentation into the electronic health record system. Responsible for clearly recording each patient's symptoms, history physical exam and documenting the diagnosis. This position will have no direct involvement in patient care, but has an interdepartmental role in assisting nursing and front office staff.</p>
<p><b>Medical Scribe ED Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED Equivalent required. Computer proficiency in Windows and ability to type 45 WPM or greater. Knowledge of Medical Terminology, Anatomy and Physiology coursework. Medical transcription experience with previous experience working in an outpatient clinic or doctor's office preferred.</p> <p><b>Position Responsibilities:</b> A Medical Scribe is an individual trained in medical documentation who assists a provider throughout their shift. The primary goal is to increase the efficiency and productivity of the provider. It will be the responsibility of the Medical Scribe to annotate and dictated or written information for the treatment of patients following all local, state and federal guidelines for documentation into the electronic health record system. Responsible for clearly recording each patient's symptoms, history physical exam and documenting the diagnosis. This position will have no direct involvement in patient care, but has an interdepartmental role in assisting nursing and front office staff.</p>
<p><b>Registered Dental Assistant FM Clinic Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED equivalent. Current State of California Registered Dental Assistant license. BLS within three (3) months of employment.</p> <p><b>Position Responsibilities:</b> Full scope of registered dental assisting the dentists in basic RDA duties while providing quality care and superior service. Our culture is centered on the values of compassion, respect, quality, teamwork and innovation. Our clinic is poised for growth and we are looking for the candidate who would enjoy being a part of our journey.</p>
<p><b>LVN Scott Valley Rural Health Clinic Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> Current California LVN License required. BLS required. Two years of nursing experience in a doctor's office preferred.</p> <p><b>Position Responsibilities:</b> Administers nursing care to designated patients under the supervision of the FNP, PA, or physician. Performs a variety of direct and indirect patient care duties/activities.</p>
<p><b>Admitting/PBX Business Office Services Per Diem</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED equivalent required. Basic office skills preferred.</p> <p><b>Position Responsibilities:</b> Operate switchboard terminal in conjunction with telephone and paging systems. Interview patients or patients' representatives, computer data entry and billing requirements.</p>
<p><b>Registration Clerk/Aide Emergency Department Per Diem</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED equivalent Required. BLS required within three (3) months of employment. Ability to write legibly, spell correctly and perform basic mathematics. Knowledge of Medical Terminology preferred. Computer/typing skills, interpersonal and communication skills. Physical ability to assist with the care of the patients.</p> <p><b>Position Responsibilities:</b> The Emergency Department Clerk/Aide will perform various clerical duties and non-professional services necessary in caring for the personal needs and comfort of the patients.</p>
<p><b>Radiology Technologist Diagnostic Imaging Per Diem</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> Completion of AMA approved program in Radiology Technology. State of California and ARRT registration and certification required. Two (2) years' experience as Radiologic Technologist preferred.</p> <p><b>Position Responsibilities:</b> Performs radiologic procedures at a technical level not requiring constant supervision of technical detail; performs a variety of technical procedures that required independent judgement and use of ingenuity and initiative to apply prescribed ionizing radiation for radiologic diagnosis. May be required to rotate standby and call back hours.</p>
<p><b>Food Service Worker Dietary Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED equivalent Required. Good interpersonal skills.</p> <p><b>Position Responsibilities:</b> Assists nursing in the delivery and pick-up of trays to patients. Records % eaten. Serves patient tray line. Answers phone and prepares patient trays.</p>
<p><b>Medical Scribe SVRH Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED Equivalent required. Computer proficiency in Windows and ability to type 45 WPM or greater. Knowledge of Medical Terminology, Anatomy and Physiology coursework. Medical transcription experience with previous experience working in an outpatient clinic or doctor's office preferred.</p> <p><b>Position Responsibilities:</b> A Medical Scribe is an individual trained in medical documentation who assists a provider throughout their shift. The primary goal is to increase the efficiency and productivity of the provider. It will be the responsibility of the Medical Scribe to annotate and dictated or written information for the treatment of patients following all local, state and federal guidelines for documentation into the electronic health record system. Responsible for clearly recording each patient's symptoms, history physical exam and documenting the diagnosis. This position will have no direct involvement in patient care, but has an interdepartmental role in assisting nursing and front office staff.</p>
<p><b>Cook Dietary Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED equivalent Required. Previous cooking experience in hospital preferred.</p> <p><b>Position Responsibilities:</b> Prepares both hot and cold food items for patients, staff and visitors. Ability to understand written and oral instruction. Numerical ability required. Ability to make decisions.</p>
<p><b>License Vocational Nurse FM Clinic Full Time</b></p>	<p><b>Required Education, Licenses/Certifications, and Experience:</b> Current California LVN license required. BLS required. Two (2) years of experience as a nurse in a Provider's office preferred.</p> <p><b>Position Responsibilities:</b> Administers nursing care to designated patients under the supervision of a F.N.P., P.A., or Physician. Performs a variety of direct and indirect patient care duties/activities.</p>

<b>Front Office Diagnostic Imaging</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> High School plus some College or Business Training required. Ability to type and use a computer, ability to follow oral and written communication. Medical terminology and Experience in a Hospital Setting Helpful. <b>Position Responsibilities:</b> Performs a variety of secretarial and clerical duties. Greets patients and processes their exam requests, schedules exams for all imaging modalities, files as necessary.
<b>Biomedical Equipment Tech. Engineering</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> High School Education or GED Equivalent required. Electronic equipment repair experience with emphasis on healthcare. <b>Position Responsibilities:</b> Provides and documents, under supervision, preventative and corrective maintenance on biomedical equipment.
<b>Clinic Nursing Supervisor FM Clinic</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California RN license required. BLS required. Two (2) years of nursing in a Doctor's Office Preferred. <b>Position Responsibilities:</b> Plans, directs and evaluates the overall nursing care and functions in the clinic nursing units. Coordinates the activities of the units, directs, organizes and assigns duties to the nursing staff. Stays familiar with standards, practices and procedures within nursing. Helps set goals and accomplishments. Maintains patient's medical records; develops clinic programs and patient care policies. Acts as a resource, conducts education, in-services and competencies for the staff he/she supervises. Maintains and works with all clinic managers regarding nursing schedules and ensures coverage in all units.
<b>Registered Nurse Surgery</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California R.N. License required. BLS, ACLS and PALS required within three (3) months of hire or transfer. One (1) year recent Operating Room experience preferred. <b>Position Responsibilities:</b> The staff nurse in the Operating Room functions independently in performing the nursing process through assessment, planning, intervention and evaluation of safe therapeutic care for all patient's overt and covert needs and/or complications of treatment on his/her shift. The staff nurse manages and coordinates the clinical activities on their patient assignment and may be assigned to coordinate the unit activities during his/her shift.
<b>Medical Assistant FM Clinic</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> High School Diploma or GED Equivalent required. BLS required within three (3) months of employment. Six (6) months experience in patient care in a clinic/medical office. <b>Position Responsibilities:</b> A medical assistant is a member of the nursing team who functions under the direction, guidance, and supervision of an RN/LVN and/or licensed physician/mid-level provider. A medical assistant, with guidance, assists in planning, providing, and evaluating nursing care for patients and in coordination nursing care activities with other health care disciplines.
<b>Health Information Manager Health Information</b> Full Time	<b>Required Education, Licenses/Certifications, and Experience:</b> Associates Degree in Health Information Management and RHIT. Minimum of three (3) years of Health Information Management experience and a minimum of two (2) years managerial experience. Experience with Electronic Medical Records (EMR) and/or scanning preferred. Verbal and written communication, and experience in continuous performance improvement. <b>Position Responsibilities:</b> Coordinates and monitors the performance of the HIM operations, including assembly, analysis/coding, completion, transcription, filing, storage and release of patient medical information. Performs QA and monitors performance metrics. Prepares routine/periodic statistical reports using 3M software and MS Excel. Establishes and maintains policies and procedures to meet standards of The Joint Commission and California laws as required.
<b>Pharmacy Technician Pharmacy</b> Per Diem	<b>Required Education, Licenses/Certifications, and Experience:</b> Current California Pharmacy Technician License. <b>Position Responsibilities:</b> Prioritized and processes medication orders and fills unit doses orders accurately and efficiently. Assists the Pharmacist with general clerical work as the need arises. Keeps daily and monthly records of charges that are used to prepare reports for the controller. Checks in all merchandise received.

**FAIRCHILD MEDICAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER AND DRUG FREE WORKPLACE**

If you receive a conditional offer of employment with Fairchild Medical Center, you will be required to undergo a pre-employment drug screening, COVID-19 nasal swab test and background check. 9/9/21 Before you may begin work, you must provide evidence of the following (1) current TB testing (either QFT or 2-step TB skin test); (2) a physical within the last six months; (3) current status of immunity for measles, mumps, rubella, varicella, and HepB (titers are preferable); and (4) current TDAP (within 10 years). Continued employment requires employees keep current on annual influenza vaccines and TDAP (every 10 years).

Hospital policy prohibits unlawful discrimination based on race, color, creed, age, gender, sexual orientation, national origin or ancestry, religion, marital status, military service/veteran status, pregnancy, physical or mental disability, medical condition, including genetic characteristics, or any other consideration made unlawful by federal, state, or local laws. (530) 841- 6309 • Fax (530) 841-0913 • [www.fairchildmed.org](http://www.fairchildmed.org) • 444 Bruce Street, Yreka, CA 96097