

## **On Site Nurse Case Manager**

Riggs, Counselman, Michaels & Downes (RCM&D), one of the nation's largest independent insurance, risk management and employee benefits consulting firms, is seeking an experienced On Site Nurse Case Manager in Towson, Maryland.

### **Qualifications:**

Current Nursing License (may be jurisdictionally specific), all required jurisdictional certifications (based on client assignments, multiple jurisdictions may be involved). Client service oriented, excellent interpersonal communication skills, excellent oral and written communication skills, on site medical case management experience required, valid drivers license, must have access to transportation, computer literacy

### **Duties:**

- Provides medical information/recommendations in support to adjusters and clients
- Reviews medical claim records
- Evaluation, assessment and planning for cost effective case management
- Monitors medical activity on claims assigned
- Adheres to all jurisdictional requirements and standards
- Develops case management plan and/or recommendations for adjusters and clients, communicating with physicians and attorneys as needed
- Communicates recommendations to adjusters and clients
- Communicates regularly with the claimant and their attorneys, by phone and in writing
- Facilitates medical treatment and testing for claimants insuring quality care and return to work
- Attends medical appointments with claimants as appropriate and needed
- Meets with claimants as appropriate and needed
- Meets with attorneys as appropriate and needed
- Generates monthly written reports in designated format, including history as well as all actions and services provided, and recommendations on each claim assigned
- Attends client claim review meetings as requested
- Negotiates cost savings with medical providers and vendors when indicated
- Generates billing monthly for time and expense on each claim assigned

**Physical Demands Required to Successfully Perform the Essential Job Duties:**

- Ability to lift 20 pounds
- Repeated use of sight to read documents and computer screens
- Ability to sit for long periods of time
- Repeated use of hearing and speech to communicate on telephone and in person
- Walking, bending, sitting, reaching and stretching in all directions
- Repetitive hand movements, such as keyboarding, writing and operating calculator
- Drive vehicle for several hours at a time

Please send salary history, cover letter and resume to [srussell@rcmd.com](mailto:srussell@rcmd.com).

RCM&D offers flexible scheduling, competitive compensation and excellent benefits.

No Phone Calls, Please.

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