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## Louisiana Primary Care Association Position Announcement

**Position Title:** Patient Navigator

**Overview:**

The Louisiana Primary Care Association (LPCA) is conducting a job search for a Patient Navigator who will be responsible for recruiting women to complete breast and cervical screening, including patient education on cancer screening guidelines and risk factors, and providing screening and diagnostic navigation and care coordination for an LPCA member health center organization that serves Louisiana Breast and Cervical Health Program (LBCHP)-eligible women.

**Position Summary:**

Support or implement efforts to increase the number of women that complete breast and cervical services, provide individualized assistance to clients to help overcome healthcare system barriers, and facilitate timely access to quality screening and diagnostics as well as initiation of treatment services. This position will be based primarily at a Federally Qualified Health Center in the Acadiana region of the state (i.e. Lafayette and surrounding areas)

**Responsibilities:**

1. Work with health center to identify and recruit eligible clients: 40-64 years old for breast cancer screening, 21-64 for cervical screening, or women of any age with symptoms.
2. Obtain program consent for all eligible patients, providing patients with information about what services the program covers, and working with the clinic's financial designee to refer patient to health insurance enrollment if deemed ineligible for the program.
3. Assess individual client barriers to cancer screening, diagnostic services, and initiation of cancer treatment.
4. Resolve client barriers (e. g. transportation, translation services, apt. scheduling, communicating with providers).
5. Provide client education, guidance, and emotional support.
6. Track clients and follow-up to monitor client progress in completing screening, diagnostic testing and initiating cancer treatment if diagnosed (includes documenting lost to follow-ups or refused).
7. Facilitate the next steps in the patient's health care as ordered by clinicians.
8. Enroll patients diagnosed with breast or cervical cancer or pre-cancers into the Breast and Cervical Medicaid Program, if eligible.
9. Enter procedures, results, and other data elements into the program's online database system (Catalyst) for reporting purposes.
10. Coordinate with LBCHP providers to set up breast or cervical services that are not provided by the health center (mammograms, etc.).
11. Identify and develop relationships in the community for promoting breast & cervical screenings.
12. Participate in community events and meetings to promote breast & cervical screenings.
13. Provide support throughout screening cycle to assess and overcome financial barriers to care.
14. Assess clients that are referred to Medicaid or the ACA Marketplace for barriers to completing the enrollment process, and provide assistance until enrollment is completed.
15. Provide education and answer questions about patient's new or existing health insurance benefits related to breast/cervical screening, diagnostics, and treatment.
16. Provide timely and appropriate client follow-up based on CDC requirements for quality care.
17. Provide results of all screens, tests, and procedures to any LBCHP referring agency, agency to whom clients are referred, and also to the LBCHP.
18. Attend and participate in trainings and represent organization at relevant meetings.

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**Qualifications/Required Skills:**

- This position requires a health care background
- Bachelor's degree and at least 2 years' experience in social work, nursing or health sciences or related field **or** an equivalent combination of education and experience required
- Experience in breast cancer/women's health preferred
- Excellent verbal and written communication and interpersonal skills
- Must be able to work in a self-directed environment, with an ability to work with and lead multidisciplinary teams
- Ability to organize and manage multiple tasks and meet deadlines
- Experience with data entry and completing case notes
- Must be able to maintain positive interactions with patients, their families and associated medical professionals in a respectful and courteous manner
- Knowledge of Medicaid enrollment protocols, ACA marketplace, and HIPPA guidelines for patient information
- Critical thinking skills to identify patient barriers and ways to resolve barriers
- Awareness of the CDC requirements for quality care and HRSA OSV Compliance Program for Federally Qualified Health Centers (FQHCs)
- Awareness of the needs of medically underserved populations, demonstrates cultural competence, and shows interest in learning about community-based primary health care systems
- Willingness to travel as needed between the LPCA and designated health center(s). Position will be based primarily at a Federally Qualified Health Center in the Acadiana region of the state (i.e. Lafayette and surrounding areas)

**Please submit resume and letter of interest that includes salary expectations to [lpca@lpca.net](mailto:lpca@lpca.net) by Tuesday, December 19, 2018.**