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#### Job Descriptions

Executive Director/Administrator

Finance Director

Controller

Human Resources Director

<u>Information Systems Director</u>

Marketing/Community Relations Director

Clinical Director/Director of Patient Care Services

Clinical Records Manager

Clinical Supervisor

Managed Care Coordinator

Referral/Intake Supervisor

Performance Improvement Coordinator

**Nurse Practitioner** 

Physician Assistant

Registered Nurse

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Licensed Practical/Vocational Nurse

Addendum A: Performance Evaluation for the Licensed Practical/Vocational Nurse

(Template)

Certified Hospice Aide

Addendum A: Performance Evaluation for the Certified Hospice Aide (Template)

Addendum B: Hospice Aide Training Agreement

Homemaker

Physical Therapy

Physical Therapy Assistant

Speech-Language Pathologist

Occupational Therapist

Certified Occupational Therapy Assistant

Social Services Supervisor

Social Worker

Registered Dietician

Volunteer Coordinator

Volunteer

Chaplain

Bereavement Coordinator

Secretary/Receptionist

Billing Manager

Accounting Clerk
Data Entry/Computer Operator
Billing/Collections Clerk
Filing/Data Processing Clerk
Office Manager
Payroll & Benefits Coordinator

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