

**City of New York  
DEPARTMENT OF CORRECTION  
Job Posting Notice**

Civil Service Title: Case Management Nurse	Level: N/A
Title Code No: 06240	Salary: \$69,252.00 Frequency: ANNUAL
Business Title: Case Management Nurse	Work Location: 59-17 Junction Boulevard Rego Park, New York 11368
Division/Work Unit: HMD	Number of Positions: 1
Job ID: 232494	Hours/Shift: Day Tour

**Job Description**

The New York City Department of Corrections (DOC) is one of the largest municipal jail systems in the United States. It provides for the care, custody, and control of persons accused of crimes or convicted and sentenced to one-year or less of jail time. The "DOC" operates 15 inmate facilities, ten of which are located on Rikers Island. In addition, the department operates two hospital prison wards (Bellevue and Elmhurst hospitals) and court holding facilities in Criminal, Supreme, and Family Court in each borough.

The DOC is seeking to recruit a Case Management Nurse to support the Health Management Division (HMD). Under executive direction and with latitude to exercise independent judgment, the successful candidate will assume administrative responsibilities for managing a caseload of disabled employees, determining and preparing disability retirement cases, participating in patient-centered conferences and facilitating employees' return to work or retirement; provide employee medical services to include reviewing medical fitness for duty documents of departmental employees requesting or returning from major leaves of absences for medical reasons, or of employees reporting sick; offer recommendations on care and treatment; provide medical counsel to employees; review employees medical documentation from private physicians; review all labs and x-ray reports for employees under his/her care on a timely basis; make medical management decisions appropriately; serve as a consultant to physicians in the field of specialty; and perform related duties as assigned.

**Minimum Qualification Requirements**

1. A valid New York State license as a Registered Nurse, plus a baccalaureate degree in nursing from an accredited college, and three years of clinical nursing experience; or
2. Education and/or experience equivalent to "1" above. However, all candidates must have a valid New York State license as a Registered Nurse.

**Preferred Skills**

1. Ability to establish and maintain effective working relationships with all levels of correctional staff;
2. Ability to exercise independent judgment, prepare written reports and documents;
3. Excellent writing, communication, inter-personal, and organizational skills.

**Residency Requirement**

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

**To Apply**

For City employees: Go to Employee Self-Service (ESS) - [www.nyc.gov/ess](http://www.nyc.gov/ess). and search for

**Job ID# 232494**

For all other applicants: Go to [www.nyc.gov/careers](http://www.nyc.gov/careers) and search for **Job ID# 232494**

Submission of a resume is not a guarantee that you will receive an interview.  
Only those candidates under consideration will be contacted.

Posting Date: 2/22/16	Post Until: 2/26/16
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The City of New York and the Department of Correction are Equal Opportunity Employers.