HOSPICE CHAPLAIN

JOB SUMMARY

Responsible as a member of the interdisciplinary team for the provision of spiritual support to patient's/family's desire and belief system, consistent with policies and procedures of Sta-home Health & Hospice. This position reports directly to the Patient Care Coordinator. Director of Chaplain Services is available for instruction regarding the overall departmental program.

QUALIFICATIONS

Education/ Training/ Experience:
Graduate of a school of theology or seminary preferred. Those Ministers ordained by a church are acceptable. One year experience in pastoral care related to the dying process and bereavement services is preferred.

Traits:
Must be organized, detail-oriented and possess effective communication skills both orally and in writing. He/she must understand the issues related to the delivery of home health care and be able to problem-solve effectively. Must be capable of prioritizing and handling multiple tasks of critical importance simultaneously.

Has the ability to assess and provide the spiritual and bereavement needs of hospice patients/families/caregivers and the IDG members.

Requirements:
1. Must possess a valid state driver's license.
2. Must possess automobile liability insurance.
3. Must wear seat belts at all times while driving.
4. Dependable transportation kept in good working condition.
5. Must be able to drive an automobile in all types of weather conditions.
6. Currently licensed in the state of Mississippi.

Physical Demands:
1. Communicate effectively with staff, patients and/or family concerning the needs of the patient.
2. Travel to other branch offices, parent office and/or patient's homes
4. Manual dexterity to operate office equipment including, but not limited to, computers, printers and/or copiers.
5. Visual acuity to evaluate and peruse employee documentation.
6. Moderate to significant physical demands, including but not limited to, sitting, standing, walking, squatting, kneeling, bending, lifting, carrying and/or pushing.

Risk Category I:
1. May anticipate exposure to blood and/or body fluids during the performance of job duties.
2. May be exposed to extremes in temperature and humidity when traveling and in patient homes.
3. May be exposed to dust, gas, fumes, and odors when traveling or in patient homes.
ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Performs initial and ongoing assessment of spiritual needs of the patient and family.
2. Assists patients, caregivers, families with spiritual care related to death and dying.
3. Attends the IDG to provide spiritual consultation and schedules visits according to the needs of the patients/families and caregivers as determined at the IDG meeting.
4. Attends and participates in interdisciplinary team meetings and provides spiritual input into the plan of care.
5. Participates in staff inservice programs.
6. Documents assessments, goals and objectives, patient progress and other observations and actions relevant to the patients’ care in the patient’s medical record in a timely manner.
7. Provides education to the IDG on spiritual care.
8. Supervises spiritual care of volunteers assigned to patient, family and caregivers.
9. Acts as a liaison between the patient, family, local clergy and the interdisciplinary team.
10. Extensive travel between office and patient’s homes.
11. Interprets spiritual issues for the IDG.
12. Provides bereavement services to survivors.
13. Educates patient, family and caregivers on the dying process as appropriate.
14. Network with community resources and represents hospice in the community.
15. Seeks hospice support from clergy of various denominations.
16. Other duties which may arise.

PERSONAL PERFORMANCE

1. Seeks opportunities to serve and respond to needs of others.
2. Manages workload with minimal unplanned absences.
3. Reports actual workload, work time and mileage with honesty and integrity and completes entries on a timely basis.
4. Submits Bright Ideas in support of agency pillars of success.
5. Identifies problems and seeks appropriate resolution to ensure quality care and a cooperative work place.
6. Demonstrates respectful, professional communication when interacting with patients, families, caregivers, physicians, coworkers and others