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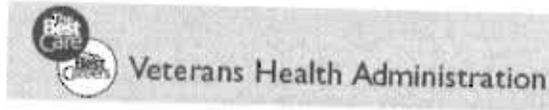
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**Job Title:** Nurse (Utilization Manager)  
**Department:** Department Of Veterans Affairs  
**Agency:** Veterans Health Administration  
**Sub Agency:** VA NW Health Network (VISN 20)  
**Job Announcement Number:** V20-10-65EX

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**SALARY RANGE:** Salary will be determined by a Nursing Professional Standards Board according to the applicant's education and experience.  
**OPEN PERIOD:** Wednesday, September 08, 2010 to Tuesday, September 21, 2010  
**SERIES & GRADE:** VN-0610-03/03  
**POSITION INFORMATION:** Full-Time 8:00am-4:30pm Permanent  
**DUTY LOCATIONS:** 1 vacancy(s) in one of the following locations: Vancouver, WA  
**WHO MAY BE CONSIDERED:** Applications will be accepted from US Citizens, from current and former competitive service Federal employees, and people eligible under special hiring authorities to include Veterans.

**Agency Information:**  
 Department Of Veterans Affairs  
 1601 E. 4th Plain Blvd  
 VISN 20 Human Resources  
 Vancouver, WA 98661  
 US  
 Fax: 360-737-1405

**Questions about this job:**  
 Human Resources Office  
 Phone: 360-567-4676  
 Fax: 360-737-1405

**Job Announcement Number:** V20-10-65EX  
**Control Number:** 2028560

**JOB SUMMARY:**  
 The incumbent is assigned as the VISN20 Purchased Care Utilization Review Supervisor within the VISN 20 Northwest Health Network Payment Center (NPC) for Purchased Care located at Vancouver, WA. The NPC Utilization Review Supervisor (URS) for purchased care is a registered professional nurse, qualified by education and experience to provide direct staff support to a network level purchased care program.

*This position is being reannounced. If you previously applied under Announcement number V20-10-58EX, you do not need to reapply as you will automatically be considered.*

The (VISN) 20, includes the states of Alaska, Washington, Oregon, most of the state of Idaho, and one county each in Montana and California. Our network of health care facilities is comprised of six medical centers one independent outpatient clinic, one rehabilitation center, 21 community based outpatient clinics (CBOCs), and one mobile clinic. Other services include seven nursing home care units, two homeless domicillaries, and 14 readjustment counseling centers.

\*\*\* THIS IS A NON-BARGAINING UNIT POSITION \*\*\*

**KEY REQUIREMENTS:**

- Position may require some Travel
- U.S. Citizenship
- Licensure, Certification, or Registration required.

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**Duties****Additional Duty Location Info:**

Vancouver, WA

The incumbent is assigned as the Utilization Review Supervisor (URS) within the VISN 20 Northwest Health Network Payment Center (NPC) for purchased care. The incumbent provides direct staff support to the purchased care program in planning, designing, integrating, implementing, modifying and evaluating the effectiveness of program components and/or services to improve the quality of patient care and the appropriateness/timeliness of services provided. The URS is responsible for providing the clinical leadership and expertise for the coordination and adjudication of claims received for unauthorized care provided to veterans. He/she possesses intimate knowledge of processes, clinical documentation requirements, current standards of care and compliance guidelines. Clinical care of the purchased care approval process is provided by the medical center Chief of Staff and/or designated appointee. The incumbent supports the medical center's mission by possessing and exemplifying the Eight Core Competencies of the High Performance Model.

**Qualifications and Evaluations**[Back to top](#) ▲**QUALIFICATIONS REQUIRED:**

**Nurse Qualification Standards Basic Requirements as set forth in the Nurse Qualification Standard VA Directive 5102.1:**

- (1) **US Citizenship;**
- (2) **Graduate of a school of professional nursing approved by the appropriate State agency and accredited** by one of the following accrediting bodies at the time the program was completed by the applicant: The National League for Nursing Accrediting Commission (NLNAC) or the Commission on Collegiate Nursing Education (CCNE);
- (3) **Current, active, full and unrestricted registration as a graduate professional nurse** in a State, Territory, or Commonwealth of the U.S. or the District of Columbia;
- (4) Applicants must meet **physical standards** for the position described in VA Directive and Handbook 5019. A physical examination prior to placement may be required;
- (5) **Proficiency in written and spoken English;**
- (6) **Documented evidence of experience as an RN**, which is demonstrated to be of an acceptable level of quality and/or minimally, past experience must demonstrate Nurse III ability to deliver fundamental knowledge-based skills in teaching, consultation, communication and implementation of programs and nursing practice protocols and procedures to define and enhance the quality and safety of health care delivery.

To qualify based on education, submit copy of transcript or list of courses with credit hours, major(s), and grade-point average or class ranking. Application materials will not be returned. Submit proof of your education with a transcript or list of courses with credit hours, major(s), and grade point average or class ranking. We will be unable to return these to you. You can receive credit for education received outside the United States if you provide evidence that it is comparable to an accredited educational institution in the United States when you apply.

Education completed in foreign colleges or universities may be used to meet the above requirements if you can show that the foreign education is comparable to that received in an accredited educational institution in the United States. It is your responsibility to provide such evidence when applying.

**Nurse III Utilization Review Supervisor Requirements:**

**Master's degree in Nursing or Master's in a related field with a BSN** (NLN or CCNE accredited), **with 2-3 years of successful nursing practice**, one year of which includes nursing and patient care services in settings with broad program mission, scope and complexity; or **Doctoral degree in Nursing or related field** from a regionally accredited university or college (preferred); **approximately 2-3 years of successful nursing practice**, one year of which includes nursing and patient care services in settings with broad program mission, scope and complexity.

Evidence of self-direction and interest and/or application of Care Management and Utilization Review activities and programs: (prefer certification in Case Management and/or Utilization Management.)

Applicant's successful nursing practice and length of nursing practice (experience) will be considered by a Nurse Professional Standards Board in determining the grade and salary of the applicant selected.

You must be a U.S. citizen to qualify for this position.

After appointment, you may be subject to random testing for illegal drug use.

You must have a certification, licensure, or registration credentials in Nursing for this position. Applicants for this position may need to pass a pre-employment medical examination.

You will be required to travel on a frequent basis to perform site visits.

You will need to successfully complete a background security investigation and be cleared through VetPro before you can be appointed into this position.

You must meet all qualification requirements by the closing date of the announcement.

**HOW YOU WILL BE EVALUATED:**

You will be evaluated to determine if you meet the minimum qualifications required; and on the extent to which your application shows that you possess the knowledges, skills, and abilities associated with this position as defined.

You will also be evaluated based upon the question responses you provide during a structured interview. In responding to structured interview questions you should be sure to site specific examples of experience, explain exactly what you did, and the outcome. Performance based interview questions will be used as part of the assessment.

**Benefits and Other Info**[Back to top](#) ▲**BENEFITS:**

You may participate in the Federal Employees Health Benefits program, with costs shared with your employer. More info: <http://www.usajobs.gov/jobextrainfo.asp#FEHB>.

Life insurance coverage is provided. More info: <http://www.usajobs.gov/jobextrainfo.asp#life>

Long-Term Care Insurance is offered and carries into your retirement. More info: <http://www.usajobs.gov/jobextrainfo.asp#ltci>

New employees are automatically covered by the Federal Employees Retirement System (FERS). If you are transferring from another agency and covered by CSRS, you may continue in this program. More info: <http://www.usajobs.gov/jobextrainfo.asp#retr>

You will earn annual vacation leave. More info:  
<http://www.usajobs.gov/jobextrainfo.asp#VACA>

You will earn sick leave. More info:  
<http://www.usajobs.gov/jobextrainfo.asp#SKLV>

You will be paid for federal holidays that fall within your regularly scheduled tour of duty. More info:  
<http://www.usajobs.gov/jobextrainfo.asp#HOL1>

If you use public transportation, part of your transportation costs may be subsidized. Our human resources office can provide additional information on how this program is run.

#### **OTHER INFORMATION:**

This job is being filled by an alternative hiring process and is not in the competitive civil service.

You must submit all required information by the closing date. If materials are not received, your application will be evaluated solely on the information available and you may not receive full consideration or may not be considered eligible.

The materials you send with your application will not be returned.

If you fax your application, we will not consider it.

**\*\*\*Send only the required materials needed to evaluate your application. Do not send certificates or references unless requested to do so. If you are mailing your application please use only standard weight paper and do not fold or staple documents. Please do not place your application in a notebook or binder.\*\*\***

You may be required to serve a probationary period of 2 years.

#### **How To Apply**

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#### **HOW TO APPLY:**

**Mail or Hand Delivered - All documents must be received in the HR office by 4:00pm on the closing date of the announcement**

**Applicants must submit the following for consideration:**

**VA Form 10-2850a, Application for Nurses and Nurse Anesthetists**  
(Electronic VA form available for download at:  
<http://www.va.gov/vaforms/medical/pdf/vha-10-2850a-fill.pdf>.)

**A current resume or curriculum vita** is required, but should not be submitted in lieu of VA Form 2850-a.

Copy of the **DD-214** which is required if you are claiming Veterans preference. **SF-15** and required documentation if you are claiming 10-point Veterans preference.

**Transcript(s)** of education is required. Copies are acceptable for application.

If you are a current or former federal employee, you must submit a copy of your last **Notification of Personnel Action (SF50)** showing your position, title, series, grade and eligibility.

An **OF-306**, Declaration for Federal Employment (*version dated January 2001*) must be submitted prior to employment.

**Complete application packets may be mailed to:**

Department of Veterans Affairs, Bldg 17, Suite C402, 1601 E. 4th Plain Blvd., VJSN 20 Human Resources (Attn: Code 10N20), Vancouver, WA

98661

Application mailed using government postage or through an internal federal government mail system will not be considered.

**AGENCY CONTACT INFO:**

Human Resources Office  
Phone: 360-567-4676  
Fax: 360-737-1405

Agency Information:  
Department Of Veterans  
Affairs  
1601 E. 4th Plain Blvd  
VISN 20 Human Resources  
Vancouver, WA 98661  
US  
Fax: 360-737-1405

**WHAT TO EXPECT NEXT:**

Once your complete application is received we will conduct an evaluation of your qualifications and determine your ranking. The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 45 days of the closing date of this announcement. You will be notified of the outcome.

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