



Reputable Community Healthcare Clinic seeks Director of Clinical Operations

Join an organization which is respected and well loved by the Community we serve!

This is a great opportunity to share your work with an organization that cares for the community of Healdsburg, Windsor, Geyserville, and beyond.

At Alliance Medical Center (AMC), we believe everyone deserves the highest quality care. We provide primary medical and dental care within a broad array of services - including prenatal, a teen center, all ages dental care, mental health, nutrition health services - that help our patients' live healthier lives.

Our mission is to improve the health and wellness of our diverse communities. We provide accessible, caring, and high quality healthcare services. We are a recognized Federally Qualified Healthcare Center (FQHC) leader in improving the health of our communities. We are proud to serve a diverse population of approximately 16,000 Patients who are predominantly Spanish speaking.

AMC's Healdsburg and Windsor Medical locations are both recognized PCMH (Patient Centered Medical Home) sites and we are proud to be eligible to recruit National Health Service Corps Scholars, Physicians, and Registered Nurses with student loan repayment needs with Highest HPSA Primary Care score 18!

Seeking Director of Clinical Operations of Alliance Medical Center

Reporting to the Chief Executive Officer, the Director of Clinical Operations is responsible for the direction, efficiency, and effectiveness of Alliance Medical Center's (AMC) Clinical oversight and Operations departments, devoting sufficient time to administrative responsibilities, to ensure proper administration and management of AMC clinics, and ensuring AMC is in compliance with local, state and Federal regulations. The Director of Clinical Operations actively oversees clinical staff and clinical programs at all sites; participates and supports AMC's QA/QI department and activities; and works with the leadership team to manage overall health center activities, including developing and implementing AMC's Strategic Plan with leadership.

Essential Functions and Responsibilities include but not limited to:

- Direct oversight of the Nursing Staff and Operations Manager, with clinical oversight of clinical support staff;
- Ensures compliance with local, state and federal regulations relative to the accreditation and licensing requirements and quality improvement programs;
- Responsible for implementation of AMC's Infection Control program and ensures internal compliance; chairs internal Infection Control Committee as required;
- Responsible for the development, implementation, and maintenance of Emergency Preparedness Plan;

- Serves as AMC lead for clinical audits by Partnership, Vaccines for Children, CA Health/Disability Prevention and others;
- Actively participates on QA/QI Committee and takes on QA/QI activities to improve population health management initiatives;
- Provides strategic direction utilizing the Continuous Quality Improvement (CQI) process to identify opportunities for improvement in and patient flow and scheduling changes;
- Oversees the Healthcare Safety Zone portal/program and facilitates/updates clinical portions of Risk Management meetings;
- Performs other duties as assigned.

Education/Experience Requirements

- Registered Nurse licensure required;
- Bachelor's degree required, in Nursing or related health care degree preferred;
- A minimum of 7 years' experience in healthcare, with at least 3-5 years of recent supervisory / management experience within the healthcare industry required, ambulatory experience preferred;
- Experience working at a Federally Qualified Health Center, Indian Health Center, or a multi-site non-profit ambulatory clinic, required.
- Must be self-directed and detail oriented as well as flexible with changing priorities.

Why AMC?

Mission driven organization with competitive pay, complete employee benefits package including generous PTO and 403(b) plan with a generous employer match. This is a unique opportunity to work in a positive environment and make a difference within the community!

COVID-19 considerations:

AMC strongly adheres to CDC requirements and our Infection Control policy & procedures. We have daily compliant workflows to screen employees and patients before entering our facilities. AMC is committed to ensuring a safe work environment for our staff.

*** We require all employees to be vaccinated or have a valid medical or religious exemption from receiving a COVID-19 vaccine. If hired, you will be required to prove that you have received the COVID-19 vaccine or have a valid religious or medical reason not to be vaccinated. Employees with valid exemptions will be required to undergo weekly testing as required by the California Department of Public Health.

How to apply:

Please email your resume with Position Title to hr@alliancemed.org or fax resume to (707) 385-2148

Alliance Medical Center is an Equal Opportunity Employer. No third party recruiters please.