



# GEORGIA CANCER SPECIALISTS

## GCS JOB POSTINGS June 27, 2011

POSITION	LOCATION	DUTIES/REQUIREMENTS
<b>CT Tech (PRN and Part-Time)</b>	<b>Canton; Stockbridge</b>	Operates computed tomography (CT) scanner to produce cross-sectional radiographs of patient's body for diagnostic purposes. Enters data, such as type of scan requested, slice thickness, scan time, and other technical data into computer, using knowledge of radiologic technology and computed tomography. Minimum 1 year experience with competency in components of CT. Possession of a current registry or registry eligible American Registry of Radiologic Technologists (ARRT), in Radiology and CT. Must have ARRT certification within one year post graduation of accredited school.
<b>Medical Assistant</b>	<b>Macon</b>	Assists clinical staff in initiating and directing patient flow through clinic and providing patient care as directed by nursing staff. Certification from an accredited program for Medical Assistants. One year experience as a medical assistant.
<b>MT/MLT</b>	<b>Fayetteville</b>	Previous experience in a medical laboratory. Conducts routine lab tests in diagnosis and treatment of patients and, collection and handling of specimens if needed. Successful completion of a MT/MLT program with proof of certification with ASCP, AMT, NCA, HEW.
<b>Patient Services Representative</b>	<b>Emory Midtown</b>	Responsible for performing day-to-day front office operations of the clinic. One year of medical experience or two years of secretarial office experience. Must be detail oriented and a team player. High school diploma or equivalent.
<b>RN</b>	<b>Athens; Cobb/Paulding; Macon; Oconee; Stemmer</b>	Applies principles, methods, and techniques of professional nursing to provide ongoing patient care. Strong oncology background. Must be assertive, self-motivated, self-directed and able to function independently. Current licensure and certification by the state of Georgia to practice as a certified RN. One year of professional nursing experience in oncology or equivalent combination of education and nursing experience.



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DIVISION	POSITION	LOCATION	DUTIES/REQUIREMENTS
Longleaf Hospice	<i>Executive Director</i>	<i>LLH Corporate</i>	Provides leadership and strategic implementation for the development and achievement of Longleaf Hospice's mission in partnership with the LLH Board. This position works closely with the board and senior management to shape the strategy within the framework of the organization's policies and standards and state and federal regulations. The executive director advises, recommends and assists the board in the formulation of policies governing Longleaf Hospice and implements policies and directives of the board. The executive director works collaboratively with the members of the management team to direct the day-to-day operations of the organization. A Bachelor's degree and a minimum of five (5) years supervisory or management experience in a hospice or healthcare setting; or an equivalent combination of education and experience.
Longleaf Hospice	<i>RN</i>	<i>Region C/ Region A</i>	Responsible for the completion of the initial assessment of patient to determine plan of care. Develops a care plan that establishes goals based on nursing diagnosis that incorporates therapeutic, preventive and rehabilitative nursing actions. Conducts a regular evaluation of patient to determine nursing needs. Communicates with the physician regarding the patient's needs and reports any changes in the patient's condition. Obtains/receives physician orders as required. Current licensure and certification by the state of Georgia to practice as an RN. One year of professional nursing experience in home care; hospice experience preferred.

For position consideration or referral of other qualified applicants, please forward internal applications **and** resumes to: HR, Annex Building; Fax: 770-496-9496