

# CONTRACT POSITION OPEN

## Cancer Screening Clinical Quality Improvement Liaison



### Send cover letter and resume to:

Nevada Cancer Coalition  
Mail to: 5250 Neil Road, Suite 203, Reno, NV 89502  
Email to: [cari@nevadacancercoalition.org](mailto:cari@nevadacancercoalition.org)

### Contract Position Description

This is a 9-month contract opportunity working with the State of Nevada Women's Health Connection (WHC) and Colorectal Cancer Control Program (CRCCP). The purpose of this contract will be to evaluate and audit patient charts, provide utilization review, implement evidence-based systems changes, and improve standards of practice at the provider level in primary care clinics. This position requires statewide travel and may be renewed for a long-term opportunity or permanent position in the future.

### Contractor Qualifications

- Two or more years in a clinical setting, preferably a community health clinic or primary care office.
- Clinical licensure required (RN, APRN, PA, DO, MD, etc.).
- Experience providing trainings or educational sessions preferred.
- Ability to work with all levels of an organization from front office staff to CEO and medical director.
- Valid Nevada driver's license and operational automobile.

### Essential Functions

1. Provide utilization review for breast, cervical and colorectal cancer screening services.
2. Conduct phone interviews with two providers per health system for the Women's Health Connection (WHC) Program and the Colorectal Cancer Control Program (CRCCP) to assess providers' educational needs, identify barriers, assess their understanding of Community Health Workers (CHWs) and the role they play at each health system to help increase cancer screenings.
3. Participate in face-to-face provider site visits with WHC and CRCCP staff to audit provider medical records and electronic health record (EHR) systems, ensuring proper breast and cervical cancer screening protocols are followed according to the United States Preventive Services Task Force (USPSTF) standards.
4. Prepare and provide reports based on the phone interviews including plans to address provider needs, prepare and provide audit reports for each site visit to include recommendations and follow-up plan as needed.
5. Provide information and training to providers on standards of practice and implementation of systems changes to decrease missed screening opportunities and improve standards of care.

### Compensation

This is an independent contractor position, not a direct employee of NCC. As such, the contractor has the right to perform services for others during the term of the contract with NCC.

1. Total contract amount of up to \$45,000, with additional funding to cover travel expenses including personal car mileage.
2. Payment can be made monthly upon submission of invoices outlining activities from contractor, personal mileage, and travel expenses with copies of receipts.

**Nevada Cancer Coalition (NCC)** is Nevada's non-profit cancer collaborative bringing together organizations and individuals to address various aspects of cancer in our communities and statewide. NCC is a sub-contractor with the State of Nevada.