



**Full Time Employment Opportunity
NIHB Client Navigator
Thompson, MB**

Position Statement:

The goal of the Patient Navigator is to ensure Non-insured Health benefits delivered in accordance with the Non-Insured Health Benefits (NIHB) Transportation program policy and guidelines to eligible clients in the Manitoba Region.

General Description

Under the general direction of Keewatin Tribal Council (KTC) Medical Transportation and Referral Supervisor and Director of Health of Keewatin Tribal Council, the Patient Navigator will provide client centered service and maintain liaison between the authorized service providers of transportation and accommodations and First Nation and Inuit Health.

Duties

- serve as point of contact for all First Nation Communities, Organizations and/or Individuals for the purpose of facilitating access to the NIHB Program, providing information, collecting Client feedback and concerns relating to NIHB and partner service providers;
- provide support to address NIHB denials and appeals for all NIHB Clients, regardless of First Nation Community affiliation;
- collaborate with the NIHB regional office on programs/projects/initiatives that would improve awareness of, and access to the NIHB Program and better integration of health services;
- liaise with First Nation/Inuit representatives, Federal/Provincial/Territorial health services, professional organizations and health service providers in order to assist eligible Clients to navigate the NIHB Program;
- develop a communication strategy and implement approaches to improve First Nation/Inuit Client awareness and understanding of the NIHB Program (ie. distribute NIHB Program materials/documentation; develop and distribute your own relevant materials/documentation to all relevant stakeholders);

Qualifications:

- The incumbent should have diploma/degree in social science;
- Should have excellent communication and organizational skills;
- Knowledge and proven proficiency in computers and various software, programs, ie: word processing, email, client records software, Excel – creating and use of spreadsheets.
- Must be able to work in a fast paced environment;

- Should have thorough knowledge of transportation systems within the Province of Manitoba;
- Should have thorough Knowledge of health care facilities within the province;
- The knowledge of medical Terminology is an asset;
- Should be aware of native culture, lifestyles and spiritual beliefs;
- The ability to speak Cree or Dene is an asset;
- Must maintain confidentiality at all times.
- Must have current Driver's License and access to vehicle.
- Provide a currently clear Criminal Records Check and Fingerprints, Child and Vulnerable person's checks. Prior to commencement of employment.

A written cover letter with detailed resume, including at least two (2) references with written permission to contact the references and your latest immediate supervisor be submitted to:

**Lisa Beardy, Office Manager or Dion Mclvor, Referral & MTS Supervisor
23 Nickel Road**

Thompson, Manitoba R8N OY4

Email: Lbeardy@ktc.ca & DMcivor@ktc.ca Fax: 204 677-0256

Applications will be accepted until position is filled.

We would like to thank those that apply for the position. Only those being considered for an interview will be contacted.