



## **Risk Management Coordinator**

Job Location: Kansas City, MO

Full Time/Days

### **JOB SUMMARY:**

The Risk Coordinator supports the organization's risk management and patient safety program through the coordination, investigation, and documentation of patient safety events, patient complaints, and risk-related activities. This role is responsible for managing day-to-day risk operations, including incident tracking, complaint resolution support, data collection, and compliance activities. The Risk Coordinator works closely with clinical and operational teams to ensure timely follow-up, thorough documentation, and identification of trends to support a culture of safety and continuous improvement.

### **MINIMUM REQUIREMENTS:**

- Bachelor's degree in healthcare administration, nursing, public health, risk management, or related field OR the equivalent combination of experience.
- Three years' experience in healthcare with a focus on community health.
- Strong organizational, investigative, and critical thinking skills.
- Ability to manage multiple priorities and meet deadlines.

### **PREFERRED REQUIREMENTS:**

- Strong written and verbal communication skills
- Earned Certified Professional in Patient Safety credential (CPPS) or Certified Professional in Healthcare Risk Management (CPHRM)
- Licensed as a nurse in the State of Missouri.
- Experience in risk management, patient safety, and or quality improvement.
- Familiarity with HRSA, FTCA, or FQHC environment.

### **FOR MORE INFORMATION/TO APPLY:**

<https://secure6.saashr.com/ta/6191744.careers?CareersSearch=&lang=en-US>

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