



## **CHAPLAIN**

Reports to: Director of Clinical Services  
Status: Part-time

### **Job Summary:**

Work to affirm the spiritual dimensions of life and death and provide patients and families with the spiritual comfort and support needed.

### **Major Tasks, Duties, and Responsibilities:**

1. Perform spiritual assessment of the patient, family and caregiver in a timely manner.
2. Document the spiritual assessment, goals for spiritual care, services provided and the patient and family's response to spiritual care.
3. Acknowledge and respect the patient's and family's beliefs, culture and values.
4. Collaborate with the entire psychosocial team to develop and provide holistic plan of care.
5. Responsible for the timely completion of the spiritual portion of the plan of care for all patients.
6. Is knowledgeable in all policies and procedures related to job performance.
7. Ensure that patient records are accurate and complete and maintained in accordance with agency policies and appropriate government regulations.
8. Be available to provide mediation, spiritual counseling, prayer, active listening and supportive presence to patient, families, staff and volunteers.
9. Assist with funerals and memorial services.
10. Communicate with and support the involvement of local clergy and/or spiritual counselors as possible and as desired by the patient, family and caregivers.
11. Supervise spiritual care volunteers.
12. Provide staff education on spiritual care.
13. Participate in weekly interdisciplinary team meetings.
14. Building relationships with clergy and congregation in the community for the purposes of coordinating spiritual care and for hospice outreach.
15. Other duties as assigned.
16. Attend mandatory meetings

### **Required Knowledge, Skills, and Abilities:**

1. Willingness to develop: skills in specialized areas of end of life care, knowledge of Hospice Philosophy and Medicare/Medicaid procedures and regulations.
2. Ability to function within a team concept.
3. Ability to communicate effectively orally and in writing.
4. Must have dependable transportation and a valid Wyoming driver's license.
5. Will become BLS certified and maintain certification.
6. Covid-19 Vaccine

### **Education and Experience:**

1. Ordained minister with Master's of Divinity or Deacon with at least one year CPE experience.
2. A degree from an accredited pastoral program.
3. Prefer at least one year clinical pastoral experience.