



JOB OPENING FOR GENETIC COUNSELOR

POSITION SUMMARY

DDC Clinic – Center for Special Needs Children has a unique opportunity for a part-time or full-time genetic counselor. The successful candidate will work in our center’s CLIA certified Molecular Diagnostics Laboratory to provide genetic testing consultations and education services to healthcare providers, patients and families. Under the supervision and guidance of the Laboratory Director, the genetic counselor serves as a laboratory liaison providing information and technical support on appropriate test use including limits and accuracy of testing, interpretation of results and reporting. The genetic counselor will also have roles in supporting research, new test development, and the creation of education and marketing materials in support of laboratory services.

RESPONSIBILITIES

CONSULTATION

- Serve as the direct laboratory contact for outside clinicians.
- Provide phone consultations and written reports to referring providers about genetic testing - communicating and coordinating appropriate uses, priorities, and interpretation of genetic tests.
- In coordination with lab personnel, provide phone follow-ups for clarification of test orders, patient information, and testing results.
- Research and provide local and national resources for patient families and outside clinicians as requested by the Clinic’s medical director.
- Participate in research, including data collection and partnering with DDC Clinic’s collaborators on projects aimed at building understanding of the molecular basis of rare genetic disorders.

EDUCATION

- Develop test specific information for clinicians, patient education, requisitions and consent documents.
- Develop educational materials and genetic testing information for DDC Clinic’s website and select national testing registries.
- Provide education services about genetic diseases, testing options, and the role of a genetic counselor in a laboratory to healthcare providers.
- Network locally/regionally with clinicians and occasionally travel nationally to targeted conferences to support clinician education and lab business development.
- Assist research director, medical director and their collaborators with the development of research manuscripts for publication.
- Develop genetic counseling content for educational brochures, newsletters and lab marketing materials.

GENERAL

- Develop working knowledge of all DDC Clinic’s genetic tests and collaborate with the lab and medical teams on new test development.
- Work with insurers, health care providers and the clinic’s administrative staff on testing pre-authorizations and letters of medical necessity.

QUALIFICATIONS

- Master's degree in genetic counseling or equivalent; American Board of Genetic Counseling certification or American Board of Medical Genetics certification in genetic counseling; State of Ohio genetic counseling license. Board and license eligible candidates may be considered.
- 2+ years of related genetic counseling experience in association with a molecular diagnostics laboratory preferred.
- Excellent verbal and written communication skills.

TO APPLY

Please send a letter of interest, resume, your salary requirements and contact information for three professional references to info@DDCclinic.org or to *DDC Clinic, 14567 Madison Rd., Middlefield, Ohio 44062* (tel 440-632-1668).

ABOUT DDC CLINIC

DDC Clinic - Center for Special Needs Children is a non-profit primary care and research facility serving patients with complex medical needs. Located in Middlefield, Ohio, we have been recognized internationally for our state of the art genetic research impacting broad based health concerns such as heart disease, cancer and neurological disorders.

Our mission is dedicated to enhancing the quality of life for people with special needs caused by rare genetic disorders. Founded in 1998 by five local Amish families committed to helping tomorrow's special children, we now serve more than 950 patient families in 30 US states and several foreign countries.

Our clinic is a unique collaboration of the Amish and non-Amish communities, dedicated doctors and researchers all working together to find answers for parents and treatments for children. The Clinic was built on the "medical home" concept defined by the American Academy of Pediatrics. We provide comprehensive and personalized medical care for special children with over 70 different rare conditions.

Our Molecular Diagnostics Laboratory provides rapid, high quality & affordable testing and we conduct patient centered research - always seeking faster diagnoses, better understanding, and improved treatments for our children.

We offer personalized education and support services for patient families. No family is ever turned away based on ability to pay.

ADDITIONAL INFORMATION ABOUT OUR CENTER

DDCclinic.org

DDCcliniclab.org