

Lead Newborn Enrollment Coordinator

1. Assist families with enrolling newborns in health insurance and other public benefit programs. (4,8)
2. Conduct outreach to families at Sutter, Dominican and Watsonville hospitals to identify newborns who are eligible for health insurance through local, county and state health insurance programs. (4)
3. Participate in meetings and trainings pertaining to health care outreach and enrollment. (4,20)
4. Conduct outreach at community events. (4)
5. Assist with preparing outreach and education materials.(4)
6. information and referrals to community resources that will help promote the health and well-being of newborns and their families. (6)
7. Enroll, or provide assistance with enrolling or re-enrolling, eligible children ages 0-5 in appropriate health insurance programs and CalFresh as appropriate. (8)
8. Complete daily Medi-Cal Administrative Activities (MAA) time survey. (20)
9. Attends training related to the performance of MAA. (20)

Participant Signature (please sign in blue ink)

Date

Participant Name (printed)