



Discover a career well cared for as a **Northwell Health Supervisor, Tumor Registry** at Peconic Bay Medical Center in Riverhead, NY

**Job Title:** Supervisor, Tumor Registry

**Company Name:** Northwell Health

Raise your career expectations as a Tumor Registry Supervisor at Northwell Health, a *Fortune* 100 Best Companies to Work For® and New York State's largest private employer and healthcare provider.

**Job Description:**

Our Northwell Health Tumor Registry Supervisor plans and supervises the activities of the Tumor Registry. Supervises staff and ensures the smooth functioning of the department.

Job Responsibilities include:

- Promotes Tumor Registry department goals by selecting, motivating, and training capable team members.
- Leads the activities of assigned Tumor Registry team members by communicating and providing guidance toward achieving department objectives.
- Supervises, hires, trains, disciplines, and evaluates the performance of staff; ensures performance appraisals are completed in a timely manner.
- Coordinates activities with those of Cancer Committee, Tumor Board and Cancer Conferences.
- Establishes procedures for identifying all cases of malignant and other reportable tumors from departments where patients are diagnosed and treated; reviews all autopsy reports and monthly diagnostic indices.
- Develops and maintains quality control of case finding, abstracting, coding, follow-up, and data processing procedures.
- Assembles and disseminates data collected by Tumor Registry; prepares statistical reports to summarize the cancer experience of the hospital.
- Also provides data on cancer patient population for hospital planning and administration.
- Follows all living patients to obtain end results information on quality and length of survival.
- Obtains core information from patient's medical record including demographic data, history of cancer, diagnostic procedures, diagnosis, stage, extent of disease, and treatment.

- Maintains current knowledge of modalities in treatment and management of cancer patients.
- Performs related duties as required. All responsibilities noted here are considered essential functions of the job under the Americans with Disabilities Act. Duties not mentioned here but considered related are not essential functions.

### **Required Qualifications:**

- Associate's Degree required, or equivalent combination of education and related experience.
- Current Tumor Registrar Certification required; plus, specialized certifications as needed.
- 4-6 years of relevant experience and 0-2 years of leadership / management experience, required.

### **Compensation/Benefits:**

As a Northwell Health Tumor Registry Supervisor in Riverhead, NY, you'll benefit from the support and resources of New York State's largest private employer, including:

- Competitive pay and benefits
- A collaborative, supportive environment and named one of the best places to work in health care
- Tuition reimbursement and additional educational opportunities through the Center for Learning and Innovation
- Career growth and development with resources dedicated to career movement from within the organization
- Rewarding and fulfilling mission-driven work committed to giving back to the local communities we serve
- Wellness and recognition programs including walk challenges, wellness apps and workshops, awards, and recognition programs, among others
- Opportunity to join one of our many Business Employee Resource Groups in support of a diverse and inclusive culture
- An award-winning military friendly employer with professional programs for veterans and active-duty military service members

### **Instructions for Resume Submission: Apply Now!**

Email your resume to: Marie Elena Vulpis at [mvulpis@northwell.edu](mailto:mvulpis@northwell.edu) or apply online at <https://jobs.northwell.edu/job-3/14729403/supervisor-tumor-registry-riverhead-ny/>

We are an equal opportunity/AA employer: F/M/Disability/Vet