

**Transportation Driver #2021-48 (Stroud)** The purpose of this position is to provide non-emergency transportation to patients. Escorts and assists the patient who has an approved referral to a specialist physician or other medical facility. Maintains accurate record of mileage. Ensures vehicles are kept clean and scheduled maintenance checkups as required by GSA. Informs CHR Coordinator of any follow-up appointments the patient may need. Operates within the established guidelines for the Sac and Fox Nation Health Programs Transportation Program Policies and Procedures and the Sac and Fox Nation's Policies and Procedures and all applicable State and Federal transportation guidelines. This position requires a considerable amount of driving time and waiting. Might involve assisting disabled persons. The incumbent must be capable of working in all kinds of weather conditions. The work involves the operating of a motor vehicle; assisting patients into the physician offices, clinics, and/or hospitals. Important attributes of any employee of the Sac and Fox Nation along with the official performance of duties, are personal appearance and public relations. Each employee is expected to be well informed about the facility, to be pleasant, courteous, cooperative, and respectful of tribal citizens and others. Ability to follow directions/instructions to locate a patient's residence. Must be CPR certified.