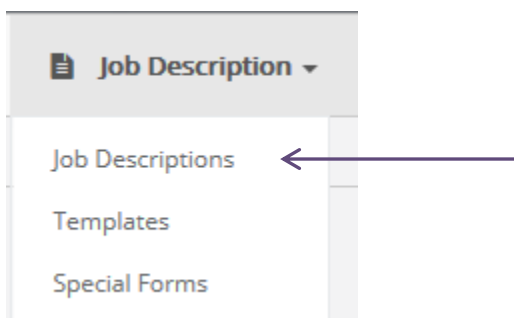


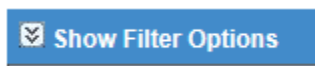
TBH Job Descriptions (In Performance Manager)



1. Login to **Performance Manager** using the icon on your TBH desktop.
2. Select **Job Descriptions** from the Job Descriptions drop-down at the top of the page.



3. Click **Show Filter Options**.



4. You may search by **department** or **position**. Check the box next to the desired one and click **Apply**. Click job description to open.

A screenshot of the Performance Manager job description filter interface. The interface is titled "Hide Filter Options" and includes sections for "Status", "Job Description", "Facilities/Departments/Positions", and a table of job descriptions. The "Facilities/Departments/Positions" section has a list of departments with checkboxes, and the "Cardio-Pulmonary (617)" department is selected. The "Apply" button is highlighted with a purple arrow.

Hide Filter Options

Status

Job Description: Not Started In Process Published Critical Only

Facilities/Departments/Positions: Active Inactive

Facilities / Departments / Positions

Choose Facilities

Selected Facilities: All

Selected Departments: Cardio-Pulmonary (617)

Selected Positions: All

Administration (831)

BPSI Company (BPSI)

Cardiac Rehab (710)

Cardio-Pulmonary (617)

Cardiology (EKG) (703)

Case Management (818-1)

Childbirth Education (609)

Diagnostic Imaging (704)

Education (800 - 1)

Emergency Department (623)

Departments 10 of 52

Apply Clear

facility_code	last_published		
TBH	03/27/2017		
TBH	03/27/2017		
CRTT	CertRespTherTech CRTT	TBH	03/27/2017
CRTTreserve	CertRespTherTech CRTT reserve	TBH	03/27/2017
DirCardReh	Cardio Rehab Director	TBH	01/11/2016