

VACANCY

CAREER
OPPORTUNITY

METHEALTH NAMIBIA
ADMINISTRATORS



CLOSING DATE
24 April 2026 (Close of business)

MAJOR DISEASE CASE MANAGER

Business Unit: Methealth Namibia Administrators | Department: Managed Health Care
Location: Windhoek, Namibia

JOB SUMMARY

The Major Disease Case Manager will be responsible for the clinical management and coordination of members with major diseases, with a primary focus on disease management, treatment optimisation, and outcome improvement.

The role ensures that members are appropriately registered on programmes, treatment plans, and medication benefits, and that care is coordinated across the Managed Health Care value chain. This includes close collaboration with the Chronic Registration Team, Hospital Case Management, and Pre-authorisation functions to ensure integrated, efficient, and clinically appropriate care. The role reports to the Manager: Managed Health Care.

As per Affirmative Action Act, 1998, persons from the designated groups are encouraged to apply. Only shortlisted candidates with the relevant supporting documentation attached to their CV's will be contacted.

KEY PERFORMANCE AREAS:

1. Lead and coordinate major disease management programmes (including oncology and other high-cost conditions).
2. Ensure appropriate registration of members, treatment plans, and medication in line with fund rules and clinical guidelines.
3. Monitor and manage treatment pathways to ensure clinical appropriateness, adherence, and optimal outcomes.
4. Liaise with the Chronic Registration Team to ensure seamless enrolment and benefit allocation.
5. Collaborate with Hospital Case Managers on admissions, level of care, and discharge planning.
6. Support and align with pre-authorisation processes for Specialised treatments and interventions.
7. Conduct clinical reviews of treatment plans, medication and claims to ensure evidence-based and cost-effective care.
8. Identify high-risk and high-cost cases and implement targeted interventions.
9. Engage with treating doctors, specialists, and healthcare providers to ensure coordinated care.
10. Maintain accurate clinical documentation, reporting, and programme tracking.
11. Participate in multidisciplinary case discussions and escalation processes.
12. Perform additional duties as required.

MINIMUM REQUIREMENTS:

1. Grade 12 with 25 IGCSE points.
2. 4-year Diploma or Bachelor's Degree in General Nursing and Midwifery Sciences
3. Certificate in Pharmacology / Clinical Pharmacology (short course)
4. Registered with the Health Professions Council of Namibia (HPCNA)
5. Minimum of 5 years clinical experience (including exposure to major diseases such as oncology, ICU/High Care, or specialised care)
6. Valid driver's licence

ADDITIONAL REQUIREMENTS (ADVANTAGEOUS):

7. Experience in oncology or major disease programmes
8. Knowledge of medical aid schemes, fund rules, and benefit management
9. Understanding of NAMAf billing rules, ICD-10 coding, and clinical protocols
10. Experience with case management systems and programme reporting

TECHNICAL AND BEHAVIORAL COMPETENCIES

1. Strong clinical knowledge in disease management
2. Analytical thinking and sound clinical judgement
3. Excellent coordination and stakeholder engagement skills
4. Ability to manage complex and high-risk cases
5. Strong organisational and time management skills
6. High ethical standards and professionalism
7. Ability to work independently and within a multidisciplinary team
8. Patient-centred and outcome-driven approach.

Interested employees are encouraged to apply via online: <https://momentumgroupLtd-africa.erecruit.co/candidateapp/Jobs/View/MMH260415-6>

For queries kindly email: hr@methealth.com.na