

**Position:** Legal Nurse

**Job Location:** Saudi Arabia

**Qualification:** BSc Nursing/ GNM

**Experience:** Min 3-5 years' experience

**Job Responsibility:**

- Obtains, reviews, analyzes, and summarizes medical records and other pertinent medical and legal documents related to case medical facts or deviations from standards of care.
- Identifies additional sources for obtaining medical records.
- Organizes, tabulates and indexes medical records and prepares medical chronologies.
- Researches and integrates relevant medical and nursing literature in support of the medical facts and issues of a case.
- Selects and organizes literature to be used at trial and assists attorneys with preparation of trial exhibits.
- Identifies, locates, interviews, and evaluates potential experts and sends expert packages to parties for review.
- Maintains an expert database and researches opposing counsel's experts.
- Schedules meetings and depositions and assists attorney in maintaining scheduled dates.
- Performs clerical duties such as typing and filing to the extent required to produce work product or assure proper organization of case files.
- Enters billable time into computer on a daily basis.

**Interested candidates can share their updated CV on [job.opportunities@walsonshealthcare.com](mailto:job.opportunities@walsonshealthcare.com) or can call us at – 1800-420-4488 for further details.**