



Position: HCBS Assessment Care Coordinator, Care Management Services

Function: Responsible for conducting the HCBS Assessment and development of a comprehensive plan of care for Health and Recovery Plan (HARP) enrolled clients

Reports to: Director, Care Management Services

Tasks:

- Locates and engages eligible HARP enrolled clients
- Informs clients of their eligibility for HCBS and Health Home care coordination services, explaining program benefits, criteria for eligibility, and answers questions that client may have about the program.
- Administers standardized HCBS Eligibility Assessment
- Works with client and members of the care team to identify the client's health care and psychosocial goals and develop a comprehensive plan of care to achieve them
- Uses decision support tools and supervisory support to identify barriers to self-care and self-management and develops appropriate interventions to address those barriers and attain goals
- Identifies, facilitates, and secures access HCBS and health home resources
- Liaises with MCO and HCBS team to facilitate planning and support care plan goals
- Completes referrals for HCBS services and accompanies client to initial meeting with HCBS staff, if deemed appropriate
- Provides client with necessary health education and materials
- Documents all client-related contacts and activities
- Regularly participates in care team meeting and rounds as needed
- Attends in-service training as requested
- Provides coverage as needed for other staff on the program team
- Duties as assigned by supervisor

Qualifications: A Bachelor's degree in any of the following (Master's degree preferred): child & family studies, community mental health, counseling, education, nursing, occupational therapy, physical therapy, psychology, recreation, recreation therapy, rehabilitation, social work, sociology, or speech and hearing; OR A Credentialed Alcoholism and Substance Abuse Counselor (CASAC); OR A Bachelor's level education or higher in any field plus two years of experience in at least one of the following:

- Providing direct services to individuals with serious mental illness or substance use disorder OR
- Linking persons who have been diagnosed with serious mental illness or substance use disorder s to a broad range of services essential to successfully living in a community setting (e.g. medical, psychiatric, social, educational, legal, housing and financial services.)

Salary: \$48,223 plus Generous Benefits Package

Spanish speaking a plus.

Fax/mail/email a resume, cover letter and contact information for 3 professional references to:

Sharon Royer
Director of Human Resources and Information Management Care Management Services
Fax: (212)925-7958
Email: jobs@acmhny.org

ACMH promotes the wellness and recovery of persons with mental illness living in New York City and is a leader in the provision of outreach and engagement, care management, rehabilitation, and supportive housing.

For more information, visit our website: www.acmhny.org