

LAC VIEUX DESERT HEALTH CENTER

HUMAN RESOURCES

P.O. Box 9, N5241 Hwy 45 Watersmeet, MI. 49969

Phone: 906-358-4587 Fax: 906-358-4118



JOB DESCRIPTION

POSITION: Integrated Case Manager – Social Worker

LOCATION: LVD Health Center, Watersmeet, MI

SUPERVISOR: Behavioral Health Outpatient Clinical Director

EMPLOYMENT: Full Time

SALARY/PAY RATE: Based on Qualifications/Experience

UPON HIRE:

- PTO Upon Hire
- Dental
- Vision
- Health Insurance

DESCRIPTION:

The primary responsibility of the case manager will be to interact with patients including those with serious mental illness and/or co-occurring disorders, focusing on providing population-based, whole person, patient centered care. This care may address mental health and substance abuse conditions, health behaviors (including their contribution to chronic medical illnesses), life stressors and crises, stress-related physical symptoms, and ineffective patterns of health care utilization. The case manager is responsible for the interaction and coordination of care between behavioral health, primary care, specialty care and other non-health care agencies. The case manager must properly engage patients in their treatment by using clear and empathetic communication while connecting with other community resources. Evaluation and tracking of outcomes of care are part of a continuous quality improvement process.

RESPONSIBILITIES:

- Interacts with patients including those who have serious mental illness (SMI) and or co-occurring disorders (COD), promoting positive mental health and social functioning.
- Acts as a liaison and facilitates information and/or service requests between clients, staff, Primary Care Providers (PCP) and specialty providers, e.g., psychiatrists, psychologist.
- Coordinates and monitors scheduling and maintenance of appointments and services, including transports for clients.
- Educates patients about their illness and involves them when making treatment decisions.
- Enhances patient engagement by helping patients feel comfortable, impacting patient characteristics (e.g., motivation), and improving the therapeutic relationship by using a variety of techniques.
- Manages transition of care by contacting treatment centers and hospitals, reconciling medications, arranges necessary follow-up appointments and after care services, ensuring understanding of discharge instructions, etc.
- Develops relationships with community organizations that offer resources to meet patient needs more fully.
- Engages patient's family care to enhance the patient's social support and connect participants to other community resources.
- Understands the ethical and legal issues common in integrated care.
- Coordinates and participates in community health and wellness education events.
- Maintain data forms and tracking logs to document study activities.
- Maintain confidentiality of all client information and records.
- Travel to other site for trainings, meetings, and other duties as needed.
- All other duties as assigned.

MINIMUM QUALIFICATIONS:

- Licensed BSW; Licensed MSW preferred (other degrees will be considered, such as Psychology, Human Development or a related field)
- Valid Drivers' License with clean driving record (Chauffeur license preferred).
- Ability to work independently with a strong sense of initiative.
- Strong interpersonal skills, clinical interviewing skills and ability to communicate with patients in a warm and open manner.
- Ability to work in fast paced, action-oriented culture of primary care being flexible and quickly adapting to changes.
- Understand the impact of stigma related to behavioral health problems
- Must have working knowledge of HIPAA law

WORK ENVIRONMENT/PHYSICAL DEMANDS

- Fast paced with occasional high pressure or emergent situations
- May wear PPE such as gloves or a mask
- Frequent interaction with a diverse population including team members, providers, patients, insurance companies and other members of the public
- Frequent sitting, standing, walking, reaching, grasping, carrying, and speaking
- Occasional bending, stooping, lifting less than 20 pounds

- Lifting, carrying, pushing, and pulling up to 50 pounds, with assistance if needed
- Frequent use of computer, keyboard, fax and copy machine, and telephone

This position is considered a sensitive position and is subject to drug and alcohol testing. All offers of employment are conditional based on the applicant submitting to and successfully passing a drug and alcohol screen which includes THC and future random drug testing in accordance with LVDHC's testing procedure.

Preference will be given to qualified individuals of American Indian descent.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.

Lac Vieux Desert Health Center Mission Statement: The Lac Vieux Desert Health Center strives to provide excellence in health care and to inspire a culture of wellness.

LVD Health Center
Human Resources Department
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Date Approved by the Tribal Council: 6/24/2021

SIGNED: _____

DATE: _____