



Medical Case Manager, Access to Care Program (Office: Amityville, NY; Location of Clients Served: Nassau County, NY)

The Medical Case Manager (MCM) is responsible for providing medical case management and treatment adherence for clients and their families/support system. The MCM advocates for clients to obtain medical care and the full range of needed support services and ensures coordination of such services. The MCM promotes linkage development and monitors the effectiveness of linkages with other service providers. The MCM ensures community follow-up to engage the client in care, promotes client compliance with medical appointments, medication and treatment adherence and encourages client self-sufficiency and empowerment.

Responsibilities

- Ensure all contacts and documentation is completed in a timely matter and up to date.
- Make referrals for care and support and coordinate case management team activities.
- Plan and evaluate medical case management plans and monitor objectives in a consistent manner. Write progress notes daily; enter daily and/or weekly.
- Perform client screening and intake, assessments and reassessments in a timely manner.
- Perform home visits to clients.
- Educate client and family on treatment adherence, health and human service resources, assist in obtaining services, and follow-up on service delivery on a weekly basis.
- Interact with service providers in a professional manner while advocating for clients' special needs
- Assist clients and families with problem-solving activities.
- Appropriately intervene in situations requiring immediate attention to ensure safety of clients and family.
- Must use own vehicle to travel to meet clients.
- Provide services in culturally and linguistically competent manner.

Qualifications and Requirements

- Bachelor's degree in health or human services (OR RN) preferred, and one year of qualifying experience,* OR Associates degree (OR 60 credit hours of college study) in health, human services or education, OR LPN, OR CASAC, and two years of qualifying experience.*
- A valid driver's license and safe driving record are required.

*QUALIFYING EXPERIENCE: verifiable full or part-time case management or case work with persons with HIV or AIDS, and/or persons with history of mental illness, homelessness, or chemical dependence, or other populations of persons in need.

Work Schedule:

Monday through Friday, 35 hours per week.

8:00 AM – 4:00 PM,

8:30 AM – 4:30 PM, or

9:00 AM – 5:00 PM

Benefits

Full Time Employees are eligible for:

- Medical, Dental, and Vision Insurance
- Tuition Assistance
- Flexible Spending Account
- Long-term and Short-term Disability
- Supplemental Specified Illness Coverage
- Supplemental Hospitalization Coverage
- Life Insurance
- 4 Personal Days, 10-20 Vacation Days, 8 Sick Days, 10 Paid Holidays-yearly
- 403(b) retirement plan with employer match

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E-mail your resume to: jobs@optionscl.org

For more information, call **(631) 361-9020 ext. 1105**