

Van Buren Community Mental Health

EMPLOYMENT OPPORTUNITY

Effective: November 27, 2023

Title: Lifespan Case Manager

Position Number: C101130

Program: Case Management Unit, Lifespan Services Program	Salary Range: \$38,656 – 51,951 per year	Status: Regular Full-Time (37.5 hrs/wk)
Benefit Eligible: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Office Location: Bangor	Union Eligible: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Basic Responsibilities:

Provides appropriate, effective, and efficient case management to assigned customers. Works under indirect supervision and functions as a member of a team.

Summary of Required Qualifications:

- Bachelor's degree in appropriate human services field consistent with Medicaid regulations.
- At least one year of professional experience working with the developmentally disabled population.
- Valid Michigan driver's license with an acceptable driving record.
- Ability to effectively and efficiently utilize electronic EMR and telehealth mediums.
- Ability to work independently and as part of a team, including the ability to be punctual, manage time and crisis situations flexibly and effectively and demonstrate good judgment.

Summary of Essential Job Functions:

- Assesses and coordinates needs/wishes of customers and their families through a person/family-centered, customer-driven process while informing customers and their families of options and choices available for services.
- Develops, implements, documents, monitors, and reviews Individual Plans of Service (IPOS) and progress related to goals and objectives, including customer and family stability and effectiveness of services.
- Trains staff, providers, and family to implement IPOS and positive behavior supports as written, general principles of learning, including all techniques incorporated and process of data collection, as assigned.
- Provides case management, crisis intervention, medication monitoring, and acts as an advocate and resource within community services and interagency programs to ensure that the customers and their families receive appropriate services as applicable.
- Consults with psychiatrists and/or psychiatric nurses and attend medication reviews as needed to present data and observations on customer behavior and mood for medication management.
- Assists with finding and implementing residential placements; audits, monitors, and updates records.
- Completes applications for waiver certifications as appropriate.
- Participates as an interdisciplinary team member for triage and review of services delivered to provide and receive feedback on diagnostic and treatment work performed.

To apply, submit your resume and cover letter by email to the HR Office:

Christine Schlabaugh, Personnel Specialist, cschlabaugh@vbcmh.com

Human Resources Office, PO Box 249, Paw Paw, MI 49079

Equal Opportunity Employer

Approved by:


Debra Hess, CEO

