



MEDICAL CASE MANAGER Women, Infants, Children, Youth

Mission Statement: Pierce County AIDS Foundation, through education and service, prevents HIV infection, assists persons affected by HIV/AIDS, addresses related health problems, and combats associated stigma and discrimination.

General Description: The Medical Case Manager provides services to individuals with HIV/AIDS according to the statewide standards for HIV Case Management. The primary population served by this position is women and youth (children and infants as needed). As such, this position serves as a specialist and consultant on the Client Services team regarding issues specific to women, infants, children and youth.

Scope of Work: Under the supervision of the Client Services Team Lead, the Medical Case Manager is responsible for the following:

- Conduct comprehensive assessments. Assist with screening intakes for new clients.
- Implement, monitor, review and update individual service plans with clients, tailoring the plans to the clients' identified needs.
- Actively participate in community based programs and other activities that support HIV care and prevention efforts and expansion of services for women, infants, children, and youth, especially in communities of color.
- Co-facilitate a support group for HIV+ women.
- Maintain a comprehensive understanding of the statewide standards for HIV Medical Case Management, and adhere to the requirements outlined in these standards.
- Document client contacts as required by funding sources. Maintain accurate records and prepare statistical reports in an accurate and timely manner.
- Develop and maintain knowledge of HIV/AIDS related conditions and treatment and use knowledge to educate clients and people in their support systems.
- Develop and maintain positive working relationships with medical providers, mental health and chemical dependency providers, and other social service providers. Facilitate referrals for such services when necessary and appropriate.
- Develop and maintain a thorough knowledge of eligibility and benefit provisions for public and private financial assistance and health care coverage programs. Assist clients to enroll in appropriate programs.
- Model and maintain appropriate professional boundaries at all times with all clients.

- Educate clients in the concept of harm reduction when necessary and appropriate.
- Other related duties as assigned.

Qualifications:

- Bachelor's degree required in psychology, social work, counseling or closely related field from a fully accredited college or university. Employment history must include a minimum of two years related work in a health or human service agency.
- Basic knowledge of how HIV is acquired, transmitted, and treated. Experience working with HIV+ individuals is preferred.
- Knowledge of HIV/AIDS system of care or experience in related field.
- Candidates must possess a solid understanding of the unique issues regarding HIV among women, infants, children, and youth, especially among communities of color.
- Prefer candidates who have experience working with diverse populations.
- Prefer candidates with successful management of chronic illness, and knowledge of the grieving and death and dying process.
- Prefer candidates who have experience in mental health, substance abuse, and/or homelessness issues.
- Demonstrated ability to contribute to an environment that celebrates diversity and difference especially related to socioeconomic status, sexual orientation, gender identity, race and ethnicity.
- Knowledge of community resources and referrals.
- Willingness and ability to articulate and abide by PCAF's philosophy and policies in providing service to clients and in representing the agency.
- Ability to be flexible, supportive and to work cooperatively with staff as a member of a diverse team.
- Demonstrated ability to work effectively under stressful conditions.
- Excellent written and verbal communication skills required.
- Proficiency in computer word-processing and Excel; demonstrated ability to access information via the Internet.
- Must have reliable car, Washington driver's license and appropriate insurance.

Salary and Benefits: This is a full-time, non-exempt position. Compensation for this position starts at \$19.25 per hour, depending on experience and qualifications. Extraordinary employer-paid benefits package includes medical, dental, and vision coverage, life, short-term, and long-term disability insurance, an employee assistance program, paid holidays, and a generous Paid Time Off (PTO) plan.

How to Apply:

Please submit a cover letter, resume, and completed employment application to Chris Barrans, Client Services Director, cbarrans@piercecountyaid.org by Wednesday, December 27, 2012. Include in your letter the reasons you are interested in this

position, the value you would bring to the role, and your qualifications related to this opening. Employment applications can be found on our website www.piercecountyaid.org

Other Information: Pierce County AIDS Foundation is a proud equal opportunity and Affirmative Action Employer. The Foundation does not discriminate on the basis of ethnic origin, color, gender, gender identity, gender expression, marital status, sexual orientation, political affiliation, age, creed, religion, ancestry, national origin, or the presence of any sensory or physical disability, including HIV status. All interested individuals including people of color, women, persons with disabilities, and persons who are gay, transgender, or intersex are particularly encouraged to apply.

Candidates for employment should be aware that PCAF is a unique work environment in which topics of sexuality and sexual orientation are an integral part of our everyday prevention and care work, and are often discussed openly. Individuals who are uncomfortable with such topics, discussions, and the occasional related graphic representations may choose not to work at PCAF.