



MEDICAL CASE MANAGER, Mental Health PCAF (Pierce County AIDS Foundation), Tacoma

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

Summary: The Medical Case Manager, Mental Health provides case management to individuals with HIV/AIDS who are dually and triply diagnosed with mental health and/or chemical dependency issues according to the statewide standards for HIV Case Management. The Medical Case Manager, Mental Health is available for consultation with other members of the Client Services team on mental health issues facing their clients.

Scope of Work:

The Medical Case Manager, Mental Health, under the supervision of the Client Services Team Lead, is responsible for the following:

- Conduct comprehensive assessments and develop service plans with clients. Assist with screening intakes for new clients.
- Implement, monitor, review, and update service plans with clients on a monthly basis, tailoring the plan to the clients' identified needs.
- Coordinate the mental health program which includes processing referrals, performing mental health assessments, and referring to mental health providers. Participate in the recruitment and retention of mental health providers.
- Establish relationships with mental health and substance abuse providers and crisis intervention teams in Tacoma and Pierce County. Work collaboratively with others in the system to identify service gaps and develop or expand resources to fill those gaps.
- Maintain working knowledge of diagnostic criteria presented in the DSM. Demonstrate the ability to discriminate between overlapping diagnoses of mental illness, acute and chronic substance abuse related behaviors, and AIDS related mental status changes.
- Document client contacts as required by the agency and related funding sources. Maintain accurate records and prepare written statistical reports as required 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.
- Participate in case reviews and provide technical assistance to colleagues in addressing the needs of people living with HIV and mental illness.
- 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.
- Maintain a comprehensive understanding of the statewide standards for HIV Medical Case Management. Uphold the requirements outlined in these standards.
- 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. Master's Degree is preferred. Employment history must include a minimum of two years related work in a health or human service agency.
- Demonstrated competency in providing mental health assessments and referrals. Must possess a solid understanding of diagnostic criteria of mental illness and important issues facing individuals with mental health problems.
- Knowledge of how HIV is transmitted, acquired, and treated. Experience working with HIV+ individuals is preferred.
- Knowledge about the grieving, death, and dying process.
- Demonstrated ability to work effectively under stressful conditions with people of varying socioeconomic backgrounds, sexual orientations, and racial/ethnic backgrounds.
- Must have reliable car, Washington driver's license and appropriate insurance.
- Knowledge of community resources and referrals.
- Willingness and ability to articulate and abide by PCAF's mission, philosophy, and policies in providing service to clients and representing the agency.
- Ability to be flexible and supportive, and to work cooperatively with staff as a member of a diverse team.
- Excellent written and verbal communication skills required.
- Proficiency in computer word-processing and Excel; demonstrated ability to access information via the Internet.

Pay and Benefits:

This is a full-time position. Compensation for this position is \$19.25 per hour, based upon experience. 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:

PCAF is a proud Affirmative Action Employer. All interested individuals, including people of color, women, persons with disabilities, and persons who are lesbian, gay, bisexual, transgender, or intersex are particularly urged to apply.

Please submit a cover letter, resume, and employment application to Chris Barrans, Client Services Director, cbarrans@piercecounyaids.org by 5:00 pm, Friday, December 11, 2015. Applications can be found on our website www.piercecounyaids.org/about/forms-reports/. Please include the reasons you're interested in the position, the value you would bring to this role, and your qualifications related to this opening.

Candidates for employment should be aware that PCAF (Pierce County AIDS Foundation) 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.