



JOB TITLE Medical Case Manager

PROGRAM Project Access

JOB SUMMARY The purpose of a Medical Case Manager is to conduct comprehensive intake and assessments of patient health care needs and identify barriers to care; develop, implement, monitor, and evaluate individualized service plans with each patient; and to link each patient with appropriate community supports to ensure their progress towards the individualized service plan goals.

REQUIREMENTS

1. Assess patient's barriers to care and supports needed to allow patient to access health care and comply with treatment plan.
2. Engage client by maintaining regular contact to monitor and track progress and response to services.
3. Develops and implements individualized service plan with the patient to address identified needs within established time frame.
4. Monitor and evaluate patient progress and adjust service plan and/or delivery as necessary.
5. Explores patient/family's current and projected financial resources for healthcare and essential needs (Wages, SSDI, SSI, STD, LTD, FLMA, Workers Comp.)
6. Addresses patient's vocational/return to work needs, when needed.
7. Assists patients and families with governmental health care eligibility and benefits.
8. Refers patients/family to emotional support resources.
9. Addresses issues related to patient's non-compliant behavior.
10. Develops and maintains knowledge of legislative changes effecting health care.
11. Complete all necessary documentation to ensure compliance with funding requirements, licensing requirements, COA standards, and agency quality assurance standards.
12. Performs comprehensive assessments on patients according to established standards.
13. Advocates for patients with service providers or agencies, and in the community.
14. Cultivate positive relationships with relevant funding and monitoring entities, faith based organizations, social service providers, and other community partners. Participate in appropriate community collaborations.
15. Provides transportation for self and/or others to off-site locations, including patient residences.
16. Initiates and completes case closure when appropriate.
17. Coordinates/Provides effective and appropriate training to meet the individualized service plan goals.
18. Available for after hours crisis response for intensive case management as needed.

QUALIFICATIONS

1. Bachelor degree in Social Work or related field and one year experience assisting clients with medical needs.
2. Must be bilingual in English and Spanish.

3. Must have reliable transportation, a current Texas driver's license, and evidence of auto liability insurance. Must be willing to transport clients in his/her car.

WORK HOURS AND LOCATION

Regular office hours are 8:00 a.m. to 5:00 p.m., Monday - Friday.

Location: Catholic Charities Fisher Family Campus, 249 W. Thornhill Dr, Fort Worth, TX 76115

TO APPLY

Interested persons should fax or email a cover letter, resume, & salary requirements to:

Catholic Charities, Diocese of Fort Worth, Inc.

Attn: Human Resources

249 West Thornhill Drive

Fort Worth, TX 76115

Fax: (817) 535-8779

Email: ccresume@ccdofw.org

Due to the volume of responses, only qualified parties will be contacted.

No phone calls, please.

Date Posted: January 19, 2012

Remove Posting: Two weeks