

Job Description: Behavioral Health Case Manager

The Chaldean Community Foundation (CCF) is a not-for-profit 501(c)(3) organization dedicated to advancing the needs of the Chaldean American community and the communities in which they live and work through education, charitable giving and advocacy. Among its missions is to provide Iraqi Christian and Chaldean refugees with necessary medical, psychological and social services to assist with American acculturation.

The Foundation is seeking a Behavioral Health Case Manager to join its Sterling Heights location. The ideal candidate is fluent in English, Arabic and Chaldean/Aramaic with an understanding of the Chaldean community and the plight of Iraqi Christians. Night and weekend hours may be required.

General Purpose

Under the direction of the Integrated Health Program Director provides outpatient case management services to individuals with identified mental health, substance abuse, and/or intellectual/developmental disabilities. This service can be provided in-home, in-office, in-school or other approved/appropriate community setting. This position is responsible for managing an assigned caseload of clients, developing, implementing and reviewing service plans, and working with other community resources in meeting/achieving client service needs.

Main Job Tasks and Responsibilities

- Deliver in-home, community, office-based behavioral health case management services to clients seeking services at CCF.
- Provide therapeutic interventions to the identified client to enhance and foster the client's optimal functioning and interactions in the home and community.
- Continually assess client needs, service availability and appropriateness.
- Work cooperatively with treatment team members and the family in the provision of services to meet the goals developed in the Person-Centered Treatment Plan.
- Provide the appropriate documentation for service delivery including treatment goals, progress notes, assessments, etc. as specified by third-party payers and CCF's standards.
- Participate in the Quality Improvement Program and other staff meetings and initiatives;
- Adhere to CCF's policies and procedures;
- Support the mission, philosophy, goals and objectives of CCF;
- Implement clinical practices in accordance with principles of evidence-based practices and co-occurring integrated care;
- Demonstrated ability to interview and assess clients, using appropriate assessment tools, and observe, record and report on an individual's functioning;
- Identify community resources and services for clients and coordinate provision of services;
- Provide on-going supportive and/or case management functions in accordance with the problems, needs, and the strategies identified within the service plan in order to help the clients to achieve the stated goals and objectives.
- Provide face to face reviews with the client and/or relevant staff on a regular basis the progress made in reaching service goals so that the service plan can be modified as necessary to ensure that the goals and objectives are being achieved.
- Establish effective working relationships with internal agency staff as well as with relevant community organizations;
- Interact positively with clients and their families

Education and Experience Required

- A Bachelor's degree in Social Work from an accredited college or university
- Full license in good standing (LBSW) in Michigan strongly preferred
- Limited License (LLBSW) in Michigan will be considered with two years' eligible experience

Key Competencies

- Ability to provide an emotionally stable environment for clients
- Ability to work with diverse populations including children and families
- Appreciation of the cultural background, heritage and identity of client
- Ability to keep confidential information
- Comprehensive knowledge of behavioral health best practices;
- Knowledge of the functions of other health and social agencies and their relationships to social work and the behavioral health field;
- Knowledge of the Michigan Mental Health Code and related rules and regulations;
- Knowledge of applicable state and federal regulations;
- Knowledge of Michigan Department of Health and Human Services (MDHHS) standards and operations;
- Ability to make responsible decisions in accordance with regulations and established policies and procedures;
- Ability to effectively communicate, both orally and in writing;
- Ability to establish and maintain effective working relationships within and outside the organization;
- Ability to represent the organization in a professional manner to outside organizations and county and state bodies;
- Ability to understand and work with managed care principles and to translate same to staff;
- Ability to ensure the delivery of quality services to clients;
- Ability to analyze and appraise facts and precedents in making administrative decisions;
- Ability to get to the source of a problem;
- Ability to act alone, to make independent judgments or decisions, and to take the initiative in influencing events;
- Ability to create a positive impression and to instill confidence;
- Ability to establish relations and work effectively with staff, clients, and the community.

The position description above is intended to be sufficient to identify the position and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all the duties an employee assigned to this classification may be required to perform.

Candidates should e-mail a current resume to hr@chaldeanfoundation.org and include "Behavioral Health Case Manager" in the subject line.