



JOB DESCRIPTION

Job Title: Substance Use Disorder Case Manager

Closing Date: October 20, 2020 or until filled

Apply: jobs@schc.net, please state which job you are applying for

Contact: Kelsie Bolaño 385-955-6539

Location: Salt Lake City, UT

General Summary of Duties: The case manager provides immediate crisis intervention and case management services to patients and their families.

Supervisor: Director of Recovery Programming

Major Responsibilities/Tasks:

1. Provide case management intake assessment which includes identifying the patients case management historical needs, current needs, gathering information from collateral sources including medical providers, social workers, educators etc.
2. Complete proper confidentiality releases for coordination between the patient and the community partner.
3. Link clients with systems of care that provide them with resources, services, and opportunities to improve their quality of life.
4. Advocate for individuals who need assistance while encountering barriers in connecting with systems of care.
5. Assist families in gathering natural supports and resources for becoming independent agencies.
6. Ensure duplicate Medicaid case management services are not occurring
7. Attend community case management meetings to keep current on various community programs
8. Network regularly with clinicians and community partners, ensuring positive relationships are fostered
9. Network with tribal partners to ensure positive relationships are fostered
10. Keep timely and accurate records including dates of services, appointment content, session goals, progress towards goals, referrals that have been accepted or declined by the patient, timelines for providing services and reassessment, and coordination with other programs.
11. Solicit and recruit for program participants.
12. Assist patients and potential patients with Medicaid enrollment and Medicaid enrollment outreach
13. Monitor and follow up with patients and community partners.
14. Coordinate with patient's providers to achieve treatment wellness goals

Job Requirements:

1. Licensed clinical or certified social worker, licensed professional counselor or a

licensed marriage and family therapist.

2. Individual working within the scope of his or her certificate or license in accordance with Title 58, Utah Code Annotated, 1953, as amended: a. licensed social service worker; b. associate professional counselor; c. associate marriage and family therapist; d. certified psychology resident;
3. Student enrolled in an education/degree program leading to licensure, not currently licensed but exempted from licensure under Title 58, Utah Code Annotated, 1953, as amended, because of enrollment in qualified courses, internship or practicum, and under the supervision of qualified faculty. [See Title 58-1-307(1)(b).];
4. Non-licensed individual who does not meet qualifications above and has met the Utah Department of Human Services, Division of Substance Abuse and Mental Health's training and recertification standards for case managers, and who is supervised by one of the individuals identified in 1 above.
5. At least 18 years of age;
6. Have at least a high school degree or a GED;
7. Minimum of 2 years experience.