



APLA Health's mission is to achieve health care equity and promote well-being for the LGBT and other underserved communities and people living with and affected by HIV. We are a nonprofit, federally qualified health center serving more than 14,000 people annually. We provide 20 different services from 15 locations throughout Los Angeles County, including: medical, dental, and behavioral health care; PrEP counseling and management; health education and HIV prevention; and STD screening and treatment. For people living with HIV, we offer housing support; benefits counseling; home health care; and the Vance North Necessities of Life Program food pantries; among several other critically needed services. Additionally, we are leaders in advocating for policy and legislation that positively impacts the LGBT and HIV communities, provide capacity-building assistance to health departments across the country, and conduct community-based research on issues affecting the communities we serve. For more information, please visit us at [aplahealth.org](http://aplahealth.org).

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***APLA Health is currently seeking a Patient Care Manager! We offer great benefits, competitive pay, and great working environment!***

We offer:

- *Medical Insurance*
- *Dental Insurance (no cost for employee)*
- *Vision Insurance (no cost for employee)*
- *Long Term Disability*
- *Group Term Life and AD&D Insurance*
- *Employee Assistance Program*
- *Flexible Spending Accounts*
- *10 Paid Holidays*
- *3 Personal Days*
- *10 Vacation Days*
- *12 Sick Days*
- *Metro reimbursement or free parking*
- *Employer Matched 403b Retirement Plan*

***This is a great opportunity to make a difference!***

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### ***Patient Care Manager***

#### **POSITION SUMMARY:**

Under the direction of the RN Medical Manager, provide the appropriate level of coordinated health care services for patients of APLA Health & Wellness. Staff will provide and promote health and wellness through the MCC services, and education to people living with HIV/AIDS. As part of the Medical Care Coordination (MCC) team,

and in conjunction with the Medical Care Manager, provides assessment, integrated care planning, and progress monitoring for patients enrolled in MCC.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Complete bio-psychosocial assessments; develop a treatment plan, and coordinate appropriate referrals that address the collaborative clinical goals of clinician and patient and document in treatment care plans.
- Identify high-risk patients, conduct initial screening & risk assessments, conduct intake & assessment, develop a patient centered risk reduction treatment plan with patients; implement documentation according to DHSP requirements.
- Provide behavioral health referrals, advocacy, and service information to patients.
- Evaluate patients for eligibility for MCC enrollment. Determine patient acuity and assist in the development of an integrated care plan to address assessed needs.
- Conduct brief interventions for MCC-enrolled patients focusing on improving patient's status as it relates to issues of addiction, mental health distress, risk reduction, and disclosure interventions.
- Use the Transtheoretical model of behavior change to support improved health outcomes for MCC patients including treatment engagement and retention, medication adherence, risk reduction, and health provider communication.
- Maintain ongoing contact with MCC patients and monitor progress related to goals set in the individual care plan.
- Coordinate and communicate among members of the MCC patient's care team including medical providers, mental health/addiction providers, allied health, community resources, and other MCC team members. Participate in interdisciplinary case conferences for assigned MCC patients.
- Conduct MCC services in accordance with Medical Care Coordination guidelines published by the LA County Department of Public Health, Division of HIV and STD Programs as existing or amended.
- Screen, assess, and plan appropriate interventions to minimize patient risk of acquiring or transmitting sexually transmitted infections.
- Document services in eClinicalWorks, Casewatch, and/or other charting and data collection systems as appropriate. Documentation will be performed in a timely and accurate fashion in accordance with program policies and professional standards of care.
- Adhere to all applicable professional, legal, and ethical standards of behavioral health practice in the provision of services, including but not limited to: mandated reporting, provision of effective services, case documentation, patient confidentiality/HIPAA regulations, ensuring patient safety, and maintaining professional boundaries.
- Attend trainings and case conference meetings as required.
- Prepare monthly reports and statistics as requested.

OTHER DUTIES MAY BE ASSIGNED TO MEET BUSINESS NEEDS.

### **REQUIREMENTS:**

Training and Experience:

A Master's Degree in Social Work, or Counseling. Knowledge of behavioral health issues and effective treatment modalities; HIV behavioral health issues; ability to perform differential diagnosis using the DSM-V; various theoretical orientations; treatment modalities; clinical techniques and interventions; treatment planning; biopsychosocial assessment; crisis intervention and reporting obligations; HIV risk reduction counseling; HIV Prevention strategies; reporting obligations and available community services and resources; motivational interviewing, theories of change and harm reduction methods.

Ability to:

Communicate effectively orally and in writing; organize work in an effective manner; work in a collaborative, interdisciplinary, fast paced environment; work effectively independently and as part of a team; communicate and relate to a variety of personalities, ethnicities, and sexual orientations; complete documentation in a comprehensive and timely fashion in accordance with APLA H&W policies.

**WORKING CONDITIONS/PHYSICAL REQUIREMENTS:**

This is primarily an office position that requires only occasional bending, reaching, stooping, lifting and moving of office materials weighing 25 pounds or less. The position requires daily use of a personal computer and requires entering, viewing, and revising text and graphics on the computer terminal and on paper.

**SPECIAL REQUIREMENTS:**

Must possess a valid California driver's license; proof of auto liability insurance; and have the use of a personal vehicle for work related purposes.

Equal Opportunity Employer: minority/female/disability/veteran.

**To Apply:**

Visit our website at [www.aplahealth.org](http://www.aplahealth.org) to apply or click the link below:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=40514&clientkey=A5559163F67395E0A2585D2135F98806>