



Arroyo Vista Family Health Center

JOB DESCRIPTION

Position Title: Behavioral Health Case Manager

Summary:

The Behavioral Health Case Manager will be responsible for supporting the Behavioral Health Program by conducting screening, intake, and case management services with patients referred for behavioral health services.

DUTIES AND RESPONSIBILITIES:

1. Responsible for screening patients referred to the behavioral health program
2. Responsible for conducting behavioral health intake interviews in a culturally and linguistically sensitive manner
3. Provide case management and referrals to outside agencies and resources
4. Maintain statistics and documentation
5. Responsible for actively participating in the Quality Management Program.
6. Responsible for following all Agency safety and health standards, regulations, procedures, policies, and practices.
7. Responsible for actively participating in the Management of the Environment of Care Program.

REQUIREMENTS

1. Bachelor's Degree in a human service related field (Psychology, Sociology, Social Work, etc.)
2. Strong communication skills.
3. Knowledge of trauma, substance abuse, mental health and risky behaviors.
4. Strong problem solving skills and team oriented behavior.
5. Ability to establish strong rapport and relationships with patients and staff.
6. Commitment to empowerment, strengths based and social justice oriented principles.
7. Ability to maintain patient confidentiality.
8. Bilingual English/Spanish required.
9. Ability to work well with others in team oriented environment, work independently when needed, take initiative and use good judgment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee will frequently be sitting throughout the day with occasional standing and walking to perform the essential functions of the job. Occasional bending, kneeling, and reaching overhead. The employee will occasionally be required to lift and carry files of 10 lbs. or less.

MENTAL DEMANDS

The mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee will be required to perform continuous concentration on tasks, adjustment to changes, and the examination and observance to details.

ACCOUNTABILITY

Director of Behavioral Health

Job Description read and received:

Employee Signature

Date