

# APLAHealth



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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***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*
- *5 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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## **POSITION SUMMARY:**

Under the direct supervision of the Behavioral Health Services Director, The MethCare Patient Retention Specialist/Case Worker will facilitate behavioral interventions and coordinate support services to promote improved health outcomes for persons living with methamphetamine and other substance use issues.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Assist in the coordination and delivery of patient-centered activities that focus on addressing health status, engagement and retention in care, adherence to MAT medications, and methamphetamine use risk reduction.
- Assess a patients socioeconomic needs.
- Connect patients to services that assist with resolving socioeconomic challenges.
- Assist the Behavioral Health Services Director (BHSD) and the patient care manager (PCM II) with patient monitoring, following up service linkages.
- Assist the BHSD and PCM in updating care plan results, following-up with patients and tracking outcomes.
- Act as the liaison between various points of entry and the medical clinic(s) to ensure that new patients are enrolled in medical care seamlessly and in a timely fashion, as needed.
- Track and report patient service delivery data using EMR.
- Provide limited treatment adherence counseling during routine follow up encounters with patients. This may include resolving socioeconomic barriers to SUD treatment access and adherence or discussing strategies that may help a forgetful patient to remember to take their MAT medications.
- Document steps taken to help the client maintain access to medical care.
- Provide SUD education, inclusive of treatment education.
- Enter progress notes in client-level database systems regarding disposition of clients, referrals, changes of address, telephone information, case manager assignment, etc.
- Assure client confidentiality as defined by APLA policy and procedures.
- Contact appropriate professionals to assist in the determination of need and/or eligibility for services.
- Monitor referrals and follow-up on those requiring additional advocacy.
- Attend care coordination meetings.
- Attend regularly scheduled staff meetings to review and evaluate program services, and make recommendations for program improvement.
- Attend regularly scheduled in-services, as well as outside conferences, and workshops to expand capacity to meet program goals and objectives.
- Provide written and statistical reports as needed.

## **OTHER DUTIES MAY BE ASSIGNED TO MEET BUSINESS NEEDS.**

## **REQUIREMENTS:**

### Training and Experience:

A minimum of a Bachelors degree in Nursing (BSN), Social Work, Counseling, Psychology, Marriage and Family Counseling, Human Services, OR a license as a vocational nurse (LVN). Experience in a nonprofit environment and specific training/experience working with people living with LGBT preferred. Bilingual English/Spanish is an asset.

Knowledge of:

Interviewing and crisis management techniques; psychosocial and mental health factors affecting quality of life; data management; HIV/AIDS prevention, care and treatment; substance use disorders, health education principles and program evaluation.

Ability to:

Identify and implement outreach and engagement strategies, respond effectively to client crisis situations; interview and assess needs of clients; develop individual service plans aimed toward resolving client needs; communicate effectively, both written and verbally; work well under tight deadlines; coordinate multiple tasks; learn specific systems quickly and thoroughly; communicate effectively with a diverse population; identify and update community resources; proofread, edit and format written materials; conduct group presentations, operate standard office equipment including Microsoft Office (Word, Excel, PowerPoint); and meet assigned deadlines.

### **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. This positions will be required to work in the field and in the office when providing linkage to care services.

### **SPECIAL REQUIREMENTS:**

Must possess a valid California drivers license; proof of auto liability insurance; and have the use of a personal vehicle for work related purposes. Available for weekend and evening hours as needed.

COVID Vaccination and booster required or Medical/Religious exemption.

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=64295&clientkey=A5559163F67395E0A2585D2135F98806>