



The **Chinatown Service Center (CSC)** is a nonprofit organization that provides multilingual health and social services, employment training and counseling in the Greater Los Angeles area. For further information on CSC, Visit our web site at <http://www.cscla.org>

Position: BHD Case Manager

Open Date: August, 2023

Closing Date: Until filled

Pay Range: \$25.00 to \$27.00 Per Hour

Job Summary:

Case management services are provided under the direction of, or by referral from, a clinical provider and include client-centered services that implement the clinical treatment plan, including linking clients with health care, psychosocial, and other services. The coordination and follow-up of medical treatments are key components of healthcare case manager.

Job Responsibilities:

- Work in conjunction with clinic providers
- Conduct initial pre-screening of clients to determine eligibility for services and appropriateness of case management services
- Verify enrollment in medical care, and support enrollment of the uninsured
- Perform client intake and needs assessment including completion of all required paperwork
- Collect all core data elements required to input in database
- Develop a comprehensive care plan jointly with the client that includes short and long-term goals focused on attaining, maintaining and achieving positive health outcomes
- Provide referrals and services to community agencies as appropriate. Help patients connect with transportation resources and give appointment reminders
- Refer and link client to appropriate services within the system of care that promote positive health outcomes, treatment adherence, and greater self-sufficiency. Monitor the client's follow-through with these services
- Providing ongoing follow-up, basic motivational interviewing and goal setting with client/family
- Provide education and information to patients and their families, paying particular attention to providing education in a manner most suitable for an effective client learning experience
- Maintain client file to level of requirements mandated in agency policy and completes documentation in a timely manner
- Attend and actively participate in staff meetings to provide towards clinic development and staff training.



華埠服務中心
Chinatown Service Center

BHD Case Manager

Qualifications:

- High school diploma required. Bachelor's degree in healthcare related field preferred. At least one year of experience in behavioral health related field, preferably with case management specific experience
- Knowledge of principles and techniques of social, cultural, and intergeneration dynamics of Chinese/Asian immigrants and refugees. Ability to display sensitivity to all culture.
- Bilingual/bicultural English and Chinese required
- Excellent interpersonal, communication, and organizational skills
- Ability to pass health, fingerprint, and DMV clearance

Please send your resume to:

cschr@cscla.org

Subject: BHD Case Manager

**Chinatown Service Center is a nondiscrimination equal opportunity employer.
Reasonable Accommodations are available upon request to individuals with disabilities.**