

Cascade County

Job Vacancy Announcement

Position: Social Worker <u>or</u> Licensed Practical Nurse	Closing Date: October 24, 2012
Dept.: Community Health Care Center/MHIP	Dept. Adm.: Russell Klinkenberg
Type of Position: Full-time Hours: 8am-5pm/Monday-Friday	Salary: SW \$15.11 Must join MPEA Union
	Salary: LPN \$12.90 - \$13.80 Must join MPEA Union
Applications available at Cascade County Human Resources Department, www.cascadecountymt.gov or Job Service.	
All application materials must be turned in to the Cascade County Human Resources Department and date stamped by 5:00 p.m. on the closing date.	

DESCRIPTION OF POSITION

The Social Worker or LPN, under the supervision of the Project Manager, will be responsible for providing telephonic and face-to-face health improvement services to Medicaid Passport patients in Cascade and Teton Counties who are determined to be High Risk High Cost. These patients will generally have one or more chronic health conditions. Patients in this category will be identified through the predictive modeling software used by the State and referred directly from the State Medicaid Managed Care Bureau. Many will have co-morbidities placing them at high risk for future hospitalization and high medical care utilization. The Social Worker or LPN will provide preventive health improvement services to Medicaid Passport patients referred by primary care providers due to high risk factors for development of chronic disease. Referrals from primary providers will also be sent through the State Medicaid Care Bureau. An individual caseload will be approximately 75-150 depending on complexity of patient condition(s) and staffing levels. This position studies the history of client, discusses their needs and problems, and guides client to meet those needs. Under the direction of the Project Manager, makes appropriate assessment of client's needs, implements appropriate interventions, and evaluates outcomes of intervention in Medicaid patients. Position provides individual and group health promotion activities. May be exposed to risks from behaviors of disordered persons. Deals with sensitive information and adheres to standards of confidentiality and HIPAA. Daily contact with clients/families via phone/home visitation; health education presentations; contact with CHCC providers and staff; contact with community agencies; contact with local medical providers and hospital staff. Position requires ability to use a telephone and communicate orally with the public; use writing instruments and key boards; use computer for data entry and documentation of activities; read written materials; perform public speaking; good professional judgment; stoops; bends; kneels; able to reach; ability to lift 30 pounds; conducts home visits; offsite meetings; and discharge planning; requires ability to drive and to enter and exit buildings.

JOB REQUIREMENTS

Knowledge and understanding of: Basic health care and medical terminology; blood borne pathogens and universal precautions; confidentiality; community resources; teaching and learning; prevention and health promotion; applicable public health laws (PPD/STD). Knowledge of the Medicaid system preferred.

Skills in: Assessing, planning, implementing, and evaluating interventions; use of some medical screening equipment; and computer skills (Word, Excel, Publisher, Power Point, Outlook and Internet).

Ability to: Teach and demonstrate established procedures; be self-motivated; be well organized yet flexible; accurately record and log time and activities; provide and demonstrate good healthcare judgment; provide multidisciplinary hospital pre-discharge planning and counseling; develop self help skills; work effectively with students; utilize time wisely; track patient data; prepare records and reports; maintain confidentiality of sensitive information; follow procedures of universal precautions; communicate effectively orally and in writing; follow verbal and written instructions; establish effective working relationships with fellow employees, supervisors, clients, and the public.

EDUCATION & EXPERIENCE

This position requires a Bachelor's Degree in Social Work or graduation from a State approved school of Vocational Nursing and two (2) years experience as a Social Worker or LPN. A training assignment of one (1) or two (2) years may be considered. Applicant must complete and pass the National Chronic Care & Health Coaching Certification Program; course will be provided on the job via the web. Applicants must possess and submit a current license to practice nursing in the State of Montana.

The successful applicant must serve a 6 month probationary period, join the MPEA Union, and may have a criminal background check conducted. The results thereof may disqualify the applicant from consideration for employment with the County. This position requires the use of your own motor vehicle. Applicant must possess a valid driver's license issued by the State of Montana and current proof of insurance. Mileage reimbursed per current County policy.

Notice to Applicants: Applicants who are claiming Veteran's or Handicap Preference should provide a DD-214 Discharge Document or DPHHS Handicap Certification with their application for employment so Cascade County may apply the preference during the selection process.

Cascade County makes reasonable accommodations for any known disability that may interfere with the applicant's ability to compete in the recruitment and selection process or an employee's ability to perform the essential duties of the job. For Cascade County to consider such arrangements, the applicants must make known any needed accommodations.

CASCADE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER