



Recuperative Care Services (SOLAR) Case Manager

OPCC and Lamp Community are now one.

SUMMARY

The Case Manager will work with members in recuperative care to coordinate wrap-around client-driven services. The Case Manager will provide case management services to Department of Health Services (DHS) members housed at one of Lamp's Recuperative Care Centers. In partnership with DHS, the Case Manager will provide intensive case management services to ensure housing stability, improved health outcomes, increased health and wellness, and improved community integration of the member. The Case Manager will ensure coordination of all primary health, mental health, and recovery services for increased access to health care services and improved compliance with care. In addition, the Case Manager will act as liaison and provide housing placement support in collaboration with DHS housing partners.

ESSENTIAL DUTIES & RESPONSIBILITIES

1. Provide Case Management to a case load of no more than 20 clients; coordinate and implement mental health and recovery support services with individual members
2. Ensure that medical and case management services to members are reflective of Lamp Community's model, which emphasizes customer choice, harm reduction, and psycho-social rehabilitation
3. Responsible for coordinating appointments, transportation, and follow-up services for members accessing primary health care, mental health care, recovery services, and who need community resources
4. Coordinate with DHS and HFH partners to ensure members are connected to primary health care and reduce need for emergency health care services
5. Develop and maintain a complete, accurate, and current member file with all required documents, ensure all member paperwork and data collection is complete, timely, accurate, and current in agency records and electronic databases
6. Maintain up to date, accurate, and complete progress notes as required by the project and its funding sources
7. Collaborate with each member to develop their individual service plan; review and update the plan quarterly and upon completion of goals
8. Transport members in your vehicle to various agencies and healthcare providers as needed
9. Develop effective, trusting relationships with members, with a focus on facilitating independence and maintenance of improved physical and mental health
10. Maintain a current, thorough knowledge of community resources and utilize these to provide comprehensive, wrap-around services to members
11. Assist in involving members in daily activities and conducting daily groups on topics like budgeting, increasing socialization skills, health maintenance, mental health and substance abuse recovery
12. Work cooperatively and cohesively with other members of the Stabilization Supportive Housing team, including participation in weekly staff meetings, supervision, and trainings
13. Follow all Policies and Procedures as outlined in the DHS Stabilization Supportive Housing Manual
14. Prepare written reports and complete related projects as requested

QUALIFICATIONS

1. Bachelor's degree and two years' experience working with homeless individuals, preferably those living with mental illness and or substance addictions; or an equivalent combination of education and experience
2. Computer literacy, including knowledge of Microsoft Word, Outlook and Excel
3. Current, valid California Driver's License with an acceptable driving record
4. Able to transport members **in your vehicle**
5. Personal vehicle in safe, working condition
6. Able to work in a high tolerance Harm Reduction model with members who have multiple barriers
7. Able to learn quickly and work effectively with a wide range of constituencies and with minimal supervision
8. Detail oriented with excellent time management, organizational, written, verbal, and computer skills
9. Able to obtain and maintain CPR/1st Aid certification
10. Minimum 30 WPM typing speed preferred
11. Bilingual in Spanish/Chinese/Korean preferred

OPPC/Lamp offers a competitive salary and excellent benefits. We conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status,

Genetic Information & Testing, Family & Medical Leave, protected veteran status, or any other characteristic protected by law. We prohibit Retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.

Apply via email to:

jobs@lampcommunity.org

Or

Please send salary history, cover letter, and resume to:

OPCC/Lamp Community, Human Resources

526 San Pedro Street Los Angeles, CA 90013

Web: lampcommunity.org

Fax: 323-940-4759