

**SOUTHWEST BEHAVIORAL CARE, INC.**

**JOB VACANCY NOTICE**

**Become a leader...Become an innovator...**Make a difference in your community and join the premier nonprofit human services company in the region. Come join our team and build a career with SPHS!

**POSITION:** Case Manager (Full-Time)  
Blended Case Management  
Mon Valley and Fayette

**PAY GRADE:** 12

**WAGE:** \$31,805 (as a minimum)

**ESSENTIAL FUNCTIONS:**

- Provides case management services to assigned behavioral health consumers which may include cooperation with formal and informal supports.
- Assists consumer with the implementation of Consumer's Strengths Assessment Scale and Service Plan, and continually updates the CSAS.
- Maintains accurate and detailed clinical records of assigned caseload, observes progress and links consumers to services.
- Advises supervisory/clinical staff of significant changes in consumer's behavior, issues and/or incidents, and responds appropriately to emergency situations, when necessary.
- Provides service advocacy to consumers and their family and makes referrals to all appropriate social and medical service programs.
- Assists all consumers in coordinating appointments to health and social services appointments, and links the consumer with basic needs for food, shelter, etc.
- Serves as a member of the BCM on call system.
- Adheres to all policies, laws, regulations and codes of ethics and confidentiality as outlined by federal and state laws, and agency policies and procedures.

**QUALIFICATIONS:**

- Bachelor's Degree in Social Work or Mental Health related field from an accredited college or university.
- Must successfully obtain Criminal History Clearance from the PA State Police, Child Abuse Clearance from the PA Department of Human Services and FBI Fingerprint Clearance.
- Must not be excluded from participation in Medicare, Medicaid or any other federal health care program.
- Demonstrated knowledge of mental health programs and available social services.
- Ability to safely operate a variety of agency vehicles, as well as transport oneself and consumers, when necessary, in an insured personal vehicle.
- Ability to observe and recognize verbal and non-verbal signs of physical or mental disorders.
- Ability to meet the 75% direct service productivity mandated by the Department of Welfare.
- Ability to lift and carry consumer's personal effects weighing up to 45 pounds.
- Ability to work independently following established policies and procedures, including emergency situations.

**QUALIFIED INDIVIDUALS MUST SUBMIT A LETTER OF INTEREST TO THE SOUTHWESTERN PENNSYLVANIA HUMAN SERVICES, INC., OFFICE OF HUMAN RESOURCES, 300 CHAMBER PLAZA, CHARLEROI, PA 15022-1607, email [kjohnson@sphs.org](mailto:kjohnson@sphs.org) ATTENTION: POSTING#1985-NO LATER THAN APRIL 5, 2019.**

**EQUAL OPPORTUNITY EMPLOYER**