



GERIATRIC CARE MANAGER POSITION

Location: San Francisco and SF Greater Bay Area

Living Well Assisted Living at Home is looking for a Geriatric Care Manager to join the fastest growing industry in the USA and be part of an innovative approach in comprehensive care for seniors.

The Geriatric Care Manager (GCM) has overall responsibility for the coordination of care of all Living Well members or as assigned by immediate supervisor. The GCM is a human service professional who specializes in assisting elders and their families with long term care issues. The ideal candidate will be highly entrepreneurial in nature, will have experience working with high net worth individuals, will preferably have prior start-up company experience, and will preferably have experience in the senior care industry and/or the hospitality industry. The ideal candidate is one who assumes responsibility for assessments, care coordination, advocacy, and related case management activities for an assigned group of clients. Inherent in the position is the assessment of patient needs in conjunction with the client and/or family, physician, and ancillary health care providers. The goal of the activities is to ensure quality, appropriateness, and cost-effective services for the assigned clients. The GCM is responsible for commitment and understanding of the Mission and values of the organization.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties need to be performed at the end of on-the-training phase and are expected to be the goal for this position and are expected to be accomplished as training increases.

I. Assessment

1. Interviews clients and their families in the appropriate care setting, such as hospital, home or other facility. Obtains and documents assessment information utilizing approved procedures and forms.
2. Gathers appropriate information related to the client from a variety of sources, which include but are not limited to insurance companies, financial planners, attorneys, or sources significant to the client.
3. Identifies high risk factors, barriers to goals, and strengths that will assist the client in achieving goals.
4. Reports and/or assessments are clear, accurate, and based on comprehensive data collection.

II. Planning

1. Develops a comprehensive case management plan that addresses all pertinent areas of the assessment. Goals are measurable, time specific, and attainable. Goals are set by client in conjunction with identified decision makers for the client

2. As appropriate, develops an accurate, written, cost/benefit analysis, which identifies a variety of ways to meet the clients' needs.
3. Identifies both private and community resources and incorporates them into the plan. Providing the client with appropriate supplementary information.

III Implementation

1. Arranges, directs, and monitors resources as they provide service to the client.
2. Obtains necessary authorizations and approvals to assure appropriate services and reimbursement.
3. Acts as a client advocate when disagreements arise with caregivers, family or agencies providing care.

IV. Monitoring

1. Provides frequent, timely reviews of the plan with the client and re-evaluates and modifies the plan based on client outcome.
2. Assures quality of services by gathering information from direct observation, telephone or in writing all resources involved in the client plan of care.
3. Is available or makes arrangements for coverage of clients at all times.

V. Evaluation

1. Participates in quality management studies as appropriate.
2. Documents progress and pertinent information in the client record with each billable service and as necessary to provide complete information to other case managers who may be involved in the clients care.

VI. Communication/Interface

1. Attends case management rounds as scheduled.
2. Acts as a positive role model for the company when dealing with clients and the public.
3. Accepts clients as assigned. Communicates to supervisor any conflicts or difficulties with client assignment.
4. Acts as a covering case manager as assigned.
5. Answers all pages, telephone calls or communications promptly and courteously.
6. Any changes in the plan of care are appropriately communicated.

QUALIFICATION REQUIREMENTS

Education and/or Experience:

- Preferred Qualification: Case Management Certification
- Minimum Education/Certification: Bachelor's degree in nursing or social work, LCSW or MSW, preferred over BSW.
- Minimum Experience: At least two years of case management experience or equivalent with the senior population. Working knowledge of the provision of health care in a variety of settings. Knowledge of community resources, insurance and care delivery systems.

Personal Skills: Clear communication of ideas; having a helping attitude and disposition; teaching skills and abilities.

Language Skills: Read, write, and verbally communicate effectively and professionally with other business departments, guests, and vendors. Ability to diplomatically deal with difficult situations and people, while exhibiting a consistent level of professionalism.

Technical Skills. Advanced computers skills required.

Reasoning Ability: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, report or schedule form.

Other Skills & Abilities: Able to work with little or no supervision and to effectively supervise others. Seek supervision prior to making important decisions.

PHYSICAL DEMANDS

- Frequent driving
- Vision requirements: constant need to view small print.
- Hearing requirements: constant need to speak on telephone and/or two-way radio, respond to general public and converse with staff.
- Ability to hear fire alarms and emergency equipment.

Compensation: Part-time position \$23-\$25 per hour DOE

Interested candidates should email a cover letter and resume to jobs@livingwellalah.com Do not contact us directly.

About the company:

Living Well Assisted Living at Home provides in-home support services that allow seniors to remain safe and comfortable in their home with the highest possible level of independence. We deliver individualized care, which includes services tailored to the needs and wants of each of our clients.

Please review company website for further information: www.livingwellalah.com.