

This position encompasses meeting all client needs beginning with screening, assessment and referral to treatment. Washington Drug and Alcohol Commission Case Management Specialists are the key point of contact to access help and ongoing support on a completely individualized basis.

As the agency's representative in programmatic settings specialists are expected to be a professional substance use disorder (SUD) resource for all staff related to program tracks (i.e. CYS, Healthcare, Criminal Justice, etc.). All referred individuals are seen by the case manager, ensuring they have access to services in a continuum of care by virtue of their engagement with the agency's case management services, regardless of funding source or lack of funding. This includes oversight of the following: identifying, referring, and requesting fiscal authorization of said services as deemed appropriate via assessment and in accordance with the American Society of Addiction Medicine Criteria (ASAM).

The Case Management Specialist will develop a rapport with each referring staff person while providing direct case management services to each client throughout the entire treatment experience. This person will perform work in accordance with established regulations, policies and procedures; but is expected to exercise initiative and independent judgment while performing the duties his/her post. Working closely with the appropriate hospital staff is a necessity and should occur on an ongoing basis to best serve the clients. They are to be the agency's point of interface for all the external entities regarding all shared individuals and corresponding treatment programs.

Developing and streamlining communication between the aforementioned parties is another essential aspect to ensuring the clients in this specific population are effectively having their needs met by the contracted providers of the Washington Drug and Alcohol Commission and/or other community resources.

The essential duties of the Case Management Specialist include, but are not limited to:

- Perform LOC assessments at WDAC in the hospital once signed consent is received
- Ensures all clients are connected with the appropriate level of care and funding is secured for treatment episodes

- Regular attendance at all staff meetings wherever possible with the focus being on patients with the greatest need
- Regular, weekly contact with referral sources and treatment providers as needed.
- Regular, monthly reporting to the Case Management Supervisor
- Submission of monthly reports to supervisor.
- Provides updated information from all programs and entities that interface with the agency
- Proactively interacts with each patient to meet their case management needs at the treatment and community level, employing what resources may be necessary and minimizing what obstacles may exist to their successful completion of their treatment episode on their path to recovery

Required Knowledge, Skills and Abilities:

A minimum of a 4-year BA or BS is required

- The ability to work independently and be internally motivated
- Knowledge of principles and practices of persons in recovery
- Knowledge of basic management principles and practices
- The people skills necessary to build relationships with a variety of human/civil service agencies including law enforcement, court system, and those in recovery
- A passion for service to others
- The ability to communicate effectively, both orally and in writing
- The ability to establish and maintain working relationships with representatives of local, state and federal agencies; health organizations and institutions; community agencies and organizations; and the general public
- Experience/exposure to the healthcare system is highly recommended
- Experience/exposure to various treatment facilities and community-based resources is highly recommended

*Must be able to pass a background check and be willing to get updated immunizations, etc.

**Extra pay can be earned if the applicant wishes to engage in on-call work after hours

Email resumes to erichc@wdacinc.org