

Middle Alabama Area Agency on Aging – Job Announcement

Job Title: Medicaid Waiver Case Manager -Medicaid Waiver Service Program for the Elderly and Disabled - (E&D) Waiver Program

Job Location: Office Location - Alabaster; Central Region (Blount, Chilton, Shelby, St Clair and Walker counties)

Job Status: Full-time - Exempt

Information about the Medicaid Waiver Service Program for the Elderly and Disabled Summary -

The purpose of the Elderly and Disabled Waiver Program is to provide home and community-based services to elderly and disabled individuals in the community who would otherwise require nursing facility care. This waiver is aimed at providing quality and cost-effective services to individuals at risk of institutional care. The Alabama Medicaid Agency serves as the administering agency for this program and the Alabama Department of Senior Services serves as the Operating Agency. Services provided under this waiver are case management, personal care, homemaker services, respite care (skilled and unskilled), companion services, adult day health, and home delivered meals.

Job Duties and Responsibilities: The Middle Alabama Area Agency on Aging is seeking qualified candidates for a Medicaid Waiver Case Manager position. Potential candidates must adhere go ethical behavior and Hipaa compliance; establish and maintain positive working relationships; communicate effectively; and foster teamwork. Applicants must possess time management and organizational skills. Ability to drive an automobile and carry 100/300/100 liability insurance, possess a valid driver's license and maintain automobile liability insurance is required.

- Case load of up to 40 clients and to oversee the service delivery of the program by positive working relationships clients, caregivers, doctors and Direct Service Providers.
- Monthly face visits in clients' homes (and hospital if client is admitted)
- Oversee and document the service delivery of the MWS Elderly and Disable Waiver in real-time through software.
- Arrange for services through contractors and serve as a liaison with other social service agencies.
- Monitor a case management plan, collect medical data, complete assessments, and chart Smart Goals.

Education and Experience:

- Bachelor's Degree in social work, psychology or related field is required.
- Preferred experience in social work, especially the geriatric population.
- 1-year home visit experience and/or LBSW – can be obtained through work experience.

Relevant Knowledge:

Knowledge of social work principles and interviewing techniques.

Working knowledge of Microsoft Office and general office procedures. Ability to communicate clearly and effectively, both verbally and in writing.

Benefits:

BCBS Insurance; RSA – ERS; *others available upon interview

How to Apply: Email cover letter, resume, three references and salary requirements to Ladams@m4a.org