

**NORTHERN KENTUCKY HEALTH DEPARTMENT  
JOB POSTING**

**MEDICAL CASE MANAGER FOR HIV/AIDS [code: HIVMCM]**

**Join Our Mission: Make a Real Difference**

Be a driving force in public health! Join NKY Health and contribute to our mission to improve the quality of life in the region. We are dedicated to preventing disease, promoting wellness, and protecting against health threats by inspiring collaboration, igniting partnerships, and improving outcomes.

The Population Health Division is currently seeking a compassionate and dedicated Medical Case Manager for Intake Coordination.

**The Impact of This Role**

This is an essential position that provides comprehensive, client-centered coordination of care to people living with HIV. Imagine yourself:

- Being a **vital link** in helping clients overcome barriers to care and achieving self-sufficiency.
- Focusing on Continuous Quality Improvement (CQI) as you ensure clients maintain access to continuous HIV medical care and all necessary supportive services.
- Doing work that directly improves health outcomes and quality of life for those we serve.

**We are looking for YOU!**

**Some Quick Facts About the Job**

<b><u>Status:</u></b>	Full-Time (40 hours/wk), non-exempt (hourly) merit system position
<b><u>Classification:</u></b>	Case Manager
<b><u>Band:</u></b>	7
<b><u>Starting Pay Rate:</u></b>	\$29.02 - \$35.62/hour (based on your years of directly related paid experience)
<b><u>Reports To:</u></b>	Programs Manager
<b><u>Initial Location:</u></b>	Our District Office in Florence KY
<b><u>Usual Schedule:</u></b>	Monday – Friday, 8:00 a.m. to 5:00 p.m.

**What You Will Do**

**Essential functions of the job include, but are not limited to:**

1. Conduct client assessments to identify strengths, needs and barriers to well-being.
2. Develop and implement individual service plans with clients, based on assessments.
3. Monitor client's progress towards goals and engagement in medical care.
4. Collaborate with community partners to connect clients with appropriate medical and nonmedical based resources.
5. Coordinate care by ensuring clients receive timely and appropriate services from various healthcare providers.
6. Deliver education and support to individuals within the target populations.
7. Maintain accurate and detailed records of client interactions, progress, and outcomes.
8. Participate in staff meetings, trainings, and quality improvement activities.

## What Qualifications You Need

### **Minimum Qualifications** (these are required):

- Must possess a valid, active driver's License and reliable transportation.
- AND one of the following:
  - Bachelor's degree in Social Work.
  - The equivalent combination of experience and education sufficient to successfully perform the essential functions of the job.
- Must be licensed to work as a counselor or social worker in Kentucky, Indiana, or Ohio, or have a medical case management certification accepted by Kentucky's Ryan White Care Coordination Program within 12 months of appointment and maintain throughout incumbency.

### **Desired Qualifications** (these are a plus):

- Prior full-time related case management experience.
- Prior public health experience and/or bilingual English/Spanish skills.

## How and When to Apply:

We'll accept your application as long as the position is posted on Indeed or our website. If you apply now, we'll consider you immediately.

Please use ONLY one of the following methods to submit your application:

- Through Indeed ([www.indeed.com](http://www.indeed.com))
- Through NKY Health's website (<https://nkyhealth.org/careers/>)
- By clicking [here](#) if viewing this as an electronic posting

**Important Note:** We are unable to consider paper, faxed, or emailed applications. To be considered, please use one of the approved online methods above.

- Please reference code HIVMCM on any attachments or correspondence.
- No phone calls please.
- Selection will be made by interview(s) and/or review of submitted documentation.
- Submitted documentation must indicate that you meet the minimum qualifications.
- A criminal background check will be required.

**Another Important Note:** We invite you visit our website at [www.nkyhealth.org](http://www.nkyhealth.org) to view other opportunities to join our team. Each position needs a separate application.

EEO/M/F/Vets/Disabled/LGBTQ+