

Position Title: Intensive Care Coordinator

Reports To: Senior Intensive Care Coordinator

Summary: Intensive Care Coordination (ICC) is a service that facilitates care planning and coordination of services for MassHealth youth, with serious emotional disturbances, under the age of 21, and enrolled in MassHealth Standard or CommonHealth who meet the medical necessity criteria. Care planning is driven by the needs of the youth and developed through a Wraparound planning process consistent with Systems of Care philosophy.

Responsibilities:

Complete all required trainings, including CANS and CANS certification.

Provide intensive care coordination to youth/families. This service includes but is not limited to the following: facilitates the development of Care Plan Teams; conducts CANS and risk assessments; convenes CPT meetings; coordinates and communicates with the members of the CPT to ensure the implementation of the ICP; works directly with the youth and family to implement elements of the ICP; coordinates the delivery of available services; monitors and reviews progress toward ICP goals and updates the ICP in concert with CPT.

Conduct all necessary assessments in a timely manner and ensure that they are reviewed and approved as required prior to filing.

Maintain paper and electronic records in an orderly and timely manner.

Participate and come prepared to weekly supervision and staff meetings

Ensure Medical case consultations are requested as needed

Work closely with Family Partners who share mutual cases

Follow through with on-call policies and procedures

Attend necessary trainings

Ensure that all services are provided in a professional manner, ensuring privacy and safety

Educational/ Experience Requirements

Master's level or bachelor's level; or an associate's degree or high school diploma and a minimum of five (5) years of experience working with the target population pursuant to MCE credentialing criteria

Must be certified in the Massachusetts CBHI CANS

Must have a valid driver license without restrictions and have reliable transportation

Experience in navigating any of the child/family-serving systems and experience advocating for family members who are involved with behavioral health systems

Must have excellent writing and communication skills.

Knowledge of referral coordination to community and private/public resources.

Must be available during business hours (M-F, 8am – 8pm).