

Case Manager

Job Description: Provide holistic and intensive mobile case management services to all clients which includes; benefit assessment, shelter/stabilization room placement and progress monitoring, housing referrals and applications, medical appointment monitoring, weekly case plan development, advocacy, money management and other necessary referrals.

Acuity Indexes: Case Management, Housing, Legal, Income and Personal Finance, Nutrition

Items	Complete	Notes
Complete necessary HOT Team consents <ul style="list-style-type: none">• ROI• Consent for treatment• HIPAA		
Review Room Agreement/Rules and obtain signatures <ul style="list-style-type: none">• Companion animal discussed		
Assess Benefits and Schedule appointment <ul style="list-style-type: none">• SSI Apt. Secured/SS Card Obtained• GA Apt. Secured		
IHSS follow-up		
Medical visit reminder		
Housing Options Assessed <ul style="list-style-type: none">• Shelter Secured• Temp stabilization room/treatment room• Permanent housing		
Housing Applications Completed w/Social Worker's Support		
Permanent housing applications		
Weekly Mobile Case Management Visits with RN <ul style="list-style-type: none">• Discuss housing in relation to their medical needs		
Payee Services Secured		
Treatment plan goals reviewed		
Document all encounters		