



Burke Job Posting / Job Description

Position Title

Continuity of Care – N.T. – Intake at Angelina Mental Health Clinic – Lufkin, TX

Position Number

P #979

General Description

The Continuity of Care position facilitates an individual's transition from a higher level of service to outpatient services. The typical individual being served by the COC worker is someone who has been psychiatrically hospitalized – or was in acute crisis – and now needs care in an outpatient facility. The COC worker will have the skills required to establish meaningful rapport and accurately match needs with available resources in a timely manner.

This position will work extensively in the local EHR. The candidate must possess strong computer and organization skills. Efficient communication with all individuals and entities related to coordination of care (including discharging hospitals/facilities and other LMHA's) is required. Flexibility, problem solving, and a strong understanding of mental health outpatient service delivery are necessary.

The position is under the direct supervision of the Intake Service Director, and will be located at the Angelina Mental Health Clinic.

Education

Required: Bachelor's degree in Social Work, Psychology, Rehabilitation or other Human Services discipline that meets QMHP requirements, from an accredited college or university.

Experience

Preferred: Two (2) years direct care experience working with individuals in a behavioral healthcare setting.

Licenses/Certifications

Required: Valid Texas driver's license.

Physical Requirements

Required: Sight, hearing, talking, lifting up to 50 pounds, prolonged standing, walking, driving a vehicle, and hand/finger dexterity.

Special Requests or Comments

Required: Must be physically able to complete Satori Alternative to Managing Aggressive Behavior (SAMA), CPR, First Aid, and Defensive Driving training modules. Must have a driving record insurable by Burke's insurance administrator. Must have reliable personal vehicle and travel routinely with the service area.

Hours

Monday-Friday, 8:00 a.m. to 5:00 p.m., however, the position may require after-hours work to complete job responsibilities.

Salary

\$32,924 - \$34,160 annually, depending on qualifications and experience. Travel reimbursement provided.

Notice to All Prospective Burke Applicants

Burke does not discriminate on the basis of race; color; gender; sexual orientation; national origin; religion; age; mental, physical, or sensory disability, unless these are bonafide occupational requirements for a position.

Applications are now being accepted for the vacancies listed and will be accepted until these open positions are filled. Qualified applicants will be considered on a first-come, first-serve basis. All applicants for employment will be required to produce as a part of the application process, proof of employment authorization and positive proof of identification.

Acceptable proof of employment authorization includes:

- 1) United States Passport (with photograph)
- 2) Certificate of Naturalization
- 3) U.S. Birth Certificate
- 4) Resident Alien Card
- 5) Social Security Card
- 6) Driver's license with photograph
- 7) Other identification document with a photograph

Only applications submitted with a specific numbered position listed will be considered. Physical requirements listed in positions will be discussed in detailed at time of interview. Criminal convictions that would have relevance to the job being applied for may make you ineligible for employment in that position. The names of all prospective employees are cleared through the Texas Department of Public Safety to determine the existence of such records. Applicants for positions requiring driving must have driving records insurable by our insurance carrier. Driving records will also be checked through the Texas Department of Public Safety.