



Case Manager

Daily Duties:

40 Hours per week schedule which consists of:

6-10 hours Individual Rehabilitation

6-10 hours Case Management

6-10 hours Authorized Representative

6-10 hours Plan Development

Coordinate with Authorized Representatives:

Conservators, Parents and Social Workers

Case Management with outside Agencies, Social Services, Medical and Psychiatric needs. Attend outside meetings as necessary. Make contacts with conservators and County or Agency staff regarding client's Clinical and Case Management needs. Coordinate treatment planning meetings to include collateral contacts and residential staff involved with the client. Coordinate with residential staff to develop a consistent client program. Coordinate treatment plans (reports) with therapist. Send treatment plans to Conservators and Case managers as needed. Attend weekly clinical and management meetings. Complete DAP notes DAILY. Assist residential staff with group meetings. Prepare binders for Mental Health. Advocate for each client. Develop therapeutic bonds with clients in milieu regarding rehabilitation and counseling. Read client's residential logs and address behavioral issues. Check client's Medi-Cal eligibility. Transport clients to all psychological/psychiatric appointments. Transport clients to all court appointments.

For immediate case management positions, please contact Shannon Apodaca at 510-461-5512 or sapodaca@glom-arf.org