



## **MEDICAID SERVICE COORDINATOR (MSC) (aka CASE WORKER/SOCIAL WORKER)**

Location: New City, NY 10956

Division: Strategic Integration/Service Coordination

Status: Full-Time, Non-Exempt

### **Build a brighter future...For those with special needs AND for yourself!**

Since 1947, Jawonio has advanced the independence, well-being and equality for people with disabilities and special needs. We take tremendous pride in making a positive difference in the lives of the individuals and families whom we support and now we're looking for a compassionate and caring person who wants to enrich their own life and the lives of others by working alongside a talented team of professionals in a working environment of personal accountability, mutual respect and most of all a true sense of teamwork.

The **Medicaid Service Coordinator (MSC)** will be responsible to facilitate and coordinate the provision of Rockland-based services for consumers with developmental disabilities (OPWDD). Travels in own vehicle to local communities within Rockland with home office based out of our New City Main Campus location. Coordinates and monitors services provided by conducting home and program visits with consumers and families; uses a person-centered planning process in developing, implementing and maintaining an Individualized Service Plan. Spanish speaking a plus!

Serves as a consumer advocate to ensure active participation in planning. Receives and investigates referrals, documenting required information; contacts and evaluates consumers for eligibility for enrollment in a variety of outside services such as food stamps, disability, arranging contacts with personal care aides, and others involved with the provision of services. Coordinates nursing home evaluations, residential searches, and a full range of other details related to individual consumers. Reviews evaluations and assessments gathered and discusses with consumer and/or family advocate to design an individualized service plan customized to meet the needs, preferences, and life goals of the consumer.

### **Education/Experience:**

- Bachelor's degree in Social Work or Bachelor's degree in Human Services Field; and
- One year prior experience in similar role required.

### **Additional Requirements:**

- Daily access to an automobile is required. A valid NY State Driver's License and ability to drive and driving record acceptable for agency insurance coverage are required.
- Working knowledge of Microsoft Office and the Billing Software programs a plus.
- Must be clear and maintain an acceptable record under the Medicaid Fraud & Abuse clearance process.
- Candidates must be cleared and maintain acceptable record under the NYS mandated criminal background check process.
- Remain current in all required trainings



## **How to Apply:**

Please send resumes to:

Jawonio Inc

Human Resources Department

260 N. Little Tor Road

New City, NY 10956

Or by Fax to (845) 639-3530

Or by E-Mail to [jobs@jawonio.org](mailto:jobs@jawonio.org)

We encourage all qualified applicants to apply.

Jawonio, Inc. does not base employment decisions on an individual's race, color, sex/gender, genetic predisposition, sexual orientation/preference, religion, age, national origin, disability, military or veteran status or any other characteristic protected by federal, state or local law. In addition, Jawonio, Inc. may make reasonable accommodations to enable applicants to participate in the hiring process and employees to perform the essential functions of their job. Please advise us if you need assistance with the application and/or interview processes.

**Please Understand:** Jawonio is a great place to work. We receive hundreds of applicants annually and also appreciate your interest working for Jawonio, Inc. Due to the high volume of applicants, we are only able to contact those candidates whose skills and background best fit the needs of the open positions.

*For a full listing of all open positions at Jawonio, please visit us online at [www.Jawonio.org/careers](http://www.Jawonio.org/careers)*