

# Part-Time Assessor

This position is performed under the supervision, guidance and instruction of the Quality Assurance Supervisor

Maintains a positive work atmosphere by behaving and communicating in a manner that is understandable and professional with clients, co-workers, supervisors, and the public.

Possess knowledge of Agency goals.

Must have skills in establishing empathetic relationships with older adults.

Ability to express oneself to client and supervisor both orally and in writing.

Completes Functional Eligibility Determination (FED) assessments to determine level of care for consumers in the setting in which they are located. Also performs re-evaluations and subsequent comprehensive assessments in cases where a level of care change may be needed.

Completes comprehensive packets for Level II assessments to be submitted to appropriate State Agency.

Participate in Level of Care hearings and appeals as needed.

Using SAMS and PIA, writes/enters a complete casefile on each consumer receiving ongoing agency services.

Assists other Care Managers with Assessments, Home Visits and Phone Calls as needed.

Works in close cooperation with other Social Service and Health Care Professionals in hospitals, nursing homes, etc., in planning to meet the needs of consumers. This includes referring clients to appropriate service providers within the outside of the agency.

Performs in an advisory capacity to other professional staff in specialized areas through participation in conferences and meeting for purposes of diagnosis, treatment plan and appropriate level of care within the long term care system.

Complete other reasonable related job duties as assigned.

## Qualifications

- Meet the minimum experience and training requirements:

One year experience as an Aging Care Manager 2, or three years of experience in public or private social work including one year of direct aging care management and a bachelor's degree which includes or is supplemented by 12 college-level credit hours in sociology, social work/social welfare, psychology, gerontology, or other related social sciences; OR two years' experience in public or private social work including one year of direct aging program experience and a bachelor's degree with a social work/social welfare major; OR any equivalent combination of experience and training including successful completion of 12 college-level credit hours in sociology, social welfare, psychology, gerontology, or other related social sciences.

Be a resident of Pennsylvania

Hold a valid driver's license

EOE/AA

Job Type: Part-time

Pay: From \$20.32 per hour

Expected hours: 15 – 20 per week

Benefits:

- Employee assistance program

Schedule:

- Day shift