



Our Future Starts
With *you!*

POSITION: Health Home Care Manager (HELPS)

DEPARTMENT: Albany County Department of Mental Health

SALARY: \$61,020

LOCATIONS & HOURS: HHU: 175 Green Street, Albany, NY 12202; 8:00A-4:30P OR
CJU/MHC/PU: 260 South Pearl Street, Albany, NY 12202; 8:00A-4:30P

BENEFITS:

- ▶ Paid Time-Off
- ▶ Tuition Reimbursement
- ▶ NYS Retirement
- ▶ Health, Dental, Vision and Hearing
- ▶ Employee Assistance Program

DESCRIPTION:

The Albany County Department of Mental Health is seeking applications to fill vacancies for Health Home Care Manager in the following locations:

- Health Home Unit (HHU)
- Criminal Justice Unit (CJU)
- Mental Health Court Unit (MHC)
- Probation Unit (PU)

These are case management positions that provides patient-centered care while reducing avoidable healthcare costs, specifically preventable hospital admissions/readmissions, and avoidable emergency room visits. The Care Manager has the responsibility and accountability for coordinating all aspects of the patient's care. A "Health Home" is a care management service model whereby all of an individual's caregivers communicate with one another so that all of a patient's needs are addressed in a comprehensive manner. This is done primarily through a Care Manager who oversees and provides access to all of the services an individual needs to ensure that they receive everything necessary to stay healthy, out of the emergency room and out of the hospital. The duties require the incumbent to work under the direction of a supervisor who may define or limit the work to be performed. Employees in this class are expected to meet with professionals of agencies in or outside of the community to obtain assistance and guidance for patients. Does related work as required.

MINIMUM QUALIFICATIONS: EITHER

- A. Must be a New York State certified Licenses Master Social Work, Licensed Mental Health Counselor, or Registered Professional Nurse and have two (2) years of experience providing direct services to persons diagnosed with mental disabilities or linking persons diagnosed with mental disabilities to services essential to living in a community setting; OR,
- B. Graduation from a regionally accredited or New York State registered college or university with a Master's degree in Forensic Mental Health or closely related field and two (2) years of experience providing direct services to persons diagnosed with mental disabilities or linking persons diagnosed with mental disabilities to services essential to living in a community setting; OR,
- C. Graduation from a regional accredited or New York State registered college or university with a Bachelor's degree and five (5) years of experience providing direct services to persons diagnosed with mental disabilities or linking persons diagnosed with mental disabilities to services

Please submit a resume and letter of interest with this application.

POINT OF CONTACT FOR INQUIRIES:

Cindy.hoffman@albanycountyny.gov

Candidates will not have to take an exam for this title. This is a Hiring Emergency Limited Placement (HELP) Program-designated title. The HELP Program is a temporary program designed to help local government employers address current staffing issues. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive exam to be considered for employment. For the duration of the program, this title will be classified as non-competitive and categorized as a "HELP Program" position. At the close of the program, this position will revert to competitive class status. Employees occupying positions filled through the HELP Program will be granted competitive class status without the need to participate in a competitive exam.

