

Job Title	Professional Aging Life Care Manager
Employer/ Agency	Mir Senior Care & Care Consultants Inc.
Job Description	<p>Summary: The Professional Aging Life Care Manager™ is responsible for providing comprehensive care management services to clients. Complete assessment, planning and care are provided in compliance with federal, state, and national guidelines/regulations and standards of care related to the Aging Life Care Association, Texas Estates Code and the Judicial Branch Certification Commission. Business services include both Private Care Management and Guardianship of Person for all clients. The Professional Aging Life Care Manager™ will be responsible for a caseload which may vary and include the elder client, those with developmental disabilities, mental health concerns, or individuals with chronic physical disease or special needs. Clients may reside in their homes or in a community setting. Care and resource management is provided with the goal of ensuring quality and safe delivery of care.</p> <p>We are looking for a team member who:</p> <ul style="list-style-type: none"> • Believes in and shares the company values identified above. • Listens intently, asks questions, catches on quickly, acts decisively, and takes ownership of their actions. • Wants to grow with a company. • Is good at seeing operational inefficiencies and can challenge the status quo with respect. • Works hard, has strong boundaries, and is willing to communicate those boundaries. <ul style="list-style-type: none"> • Has ideas, takes the time to collect supporting information and data, and presents well defined strategies for implementing new ideas-then implements them. • Can see the work to be done and takes initiative to get it done <ul style="list-style-type: none"> • Wants to support the growth of a company from the ground up, wearing multiple hats and supporting all the tasks that go with the growth of a company. • Is efficient and willing to do what needs to be done to operationalize Mir Care Consultants Inc. <p>Position Responsibilities:</p> <ol style="list-style-type: none"> 1. Conduct professional, objective assessments of older adult clients and their families, including psychosocial history; in-person meeting; communicating with community partners as needed 2. Develop professional, effective relationships with clients, families, responsible parties and care providers in all care settings 3. Create and effectively communicate client-centered professional, objective, creative recommendations for care, resources, education and support to clients and families 4. Initiate, establish, and maintain client files and electronic records. 5. Supervise interns as assigned by supervisor 6. Assists in implementation and oversight of recommendations 7. Assists with representation of company in Court in guardianship hearings providing testimony

as required.

8. Provide client-centered problem-solving, ongoing support and advocacy for clients as needed both when client facing and non-client facing to continuously drive client care forward

9. Participates in weekly staff meetings/case review

10. Arrange for and/or accompany clients to medical appointments, provide feedback to family and ensure that medical orders are followed through as needed

11. Document billing and interventions daily

12. Comply with HIPAA confidentiality and privacy guidelines. 13. Attend professional development programs sufficient to obtain and maintain licensure and certification

14. Apply for and renew licensure and certification as required by relevant governing bodies

15. Abide by Standards of Practice for Aging Life Care Professionals as determined by ALCA

16. Follow other duties as assigned

Qualifications**Position Qualifications:**

1. Hold's a Bachelor's, Master's or Ph.D. with at least one degree in a field related to Aging Life Care™/care management, i.e. counseling, mental health, gerontology, nursing occupational therapy, physical therapy, sociology, or social work. Licensure in Social work required for supervision of intern staff.
2. Required Minimum of two years post degree supervised experience in direct practice, administration, or supervision of client centered services in the field of Aging Life Care™/ care management
3. Highly organized, ability to work in non-traditional, highly professional work environment and manage fee-for-service caseload effectively
4. Outstanding interpersonal and communication skills
5. Knowledge and comfort using electronics including smart phone and laptop
6. Ability to drive, reliable access to transportation
7. Organizational and IT skills and experience with Microsoft Word, Excel and Outlook programs
8. Clear national and state criminal history record and clean motor vehicle driving record

Licenses and/or Certifications:

Licenses and/or Certifications: 1. Texas Guardian Certification to be obtained within 2 years of hire; Provisional Certification to be obtained upon hire. 2. Meets requirements for Professional or Advanced Professional Member of Aging Life Care Association 3. Certified in or meets requirements for Certification in Care/Case Management. 4. Meets all State license requirements for professional status.

City, State, Zip	Houston, TX
Email Address	info@mircareconsultants.com – Houston
Application Method	Send a letter of introduction and your resume to: Email: info@mircareconsultants.com – Houston
Opening Date	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.