

Peer Assistance Services, Inc. Case Manager Job Announcement

The statewide Nursing Peer Health Assistance Program/Nurse Alternative to Discipline Program provides comprehensive services to RNs and LPNs who may be experiencing physical, emotional, psychological, substance use/abuse problems or other personal issues. This Colorado Board of Nursing contract is funded by license fees and services are delivered by professionals at Peer Assistance Services, Inc. The objectives are the protection of the public and the rehabilitation of the nurse.

Job Title Case Manager	Program (s) Nurse Peer Health Assistance Program	FLSA Exempt Status Salary Exempt
Date: September 4, 2008	Date of Last Revision September 4, 2008	Hours Monday–Friday, 8:00a.m.–5:00p.m. Occasional after hours on-call support

Primary Purpose of Job: Employee is responsible for assessment, referral, and on-going case management of clients of the Nurse Peer Health Assistance Program.

Principle Duties and Responsibilities:

- Provide case management for program participants, including the rigorous monitoring of compliance with rehabilitation contracts.
- Conduct comprehensive biopsychosocial assessments of program participants.
- Provide treatment recommendations and on-going monitoring and evaluation of program participants.
- Assist participants in navigating through alternative to discipline program.
- Maintain accurate records and prepare reports for regulatory review.
- Collaborate with a multidisciplinary team to best manage cases.
- Assist in the development of all required program reports.
- Maintain regular communication with State Board of Nursing.
- Participate in case staffing with the Clinical Advisory Panel.
- Represent organization at conferences and establish and maintain relationships within the community.
- Assist Program Director in developing plans for internal training

Reports to: Program Director, Nurse Peer Health Assistance Program

Direct Reports: None

Job Specifications: Bachelors prepared registered nurse with social work, psychiatric and/or addictions experience preferred. Non-nurse candidates with masters level preparation in counseling, psychology or social work will be considered. Must currently hold or be eligible for the following certifications: Certified Addictions Counselor, Certified Addictions Registered Nurse, and Certified Employee Assistance Professional. MS office proficiency required. Excellent verbal and written communication skills, organizational skills and attention to detail.

Benefits:

- Highly competitive salary
- 27 paid days off annually
- Health insurance with low premiums
- Dental, Vision, Chiropractic cost savings plans
- Support for continuing education
- Short-Term and Long-Term disability
- Life Insurance
- 403(B) retirement plan
- Flexible Spending Account Plan

Working Conditions: Favorable office environment with some travel required.

Physical Requirements: Position requires intermittent sitting, standing, and walking. Occasional lifting of up to 10 pounds. Good visual and auditory acuity required for client interaction.

Disclaimer Statement: The above information on this announcement has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required for employees assigned to this job.

To apply please e-mail resume and cover letter to hr@peerassist.org (phone calls will not be accepted). Minorities are encouraged to apply. EOE.