Vacancy Announcement

JOB TITLE: Clinical Coordinator

LOCATION(S): Summerville, South Carolina

JOB SUMMARY: Oversees clinical aspects of the Therapeutic Foster Care Program and assures that services are provided in accordance with all contracts, laws, regulations and internal policies. Facilitates therapeutic services in accordance with Epworth Children’s Home’s mission and values the provision of a safe, secure and nurturing living experience for clients. Responsible for mitigating any identified risk, reading all therapeutic foster care IPOC’s and ensuring that justification for medical necessity is established. Completes initial, comprehensive follow up, and annual follow up diagnostic assessments on therapeutic foster care clients to ensure that Medicaid eligibility for RBHS is met. Completes initial RBHS authorizations and provides oversight in reauthorizations. Collaborates with the Director to develop a process and agenda for supervision. Carries a case load as well as provides training to staff regarding clinical documentation. Monitors progress, compliance and safety of the foster home and the children placed. Provides direct supervisor to foster families in accordance with Together Facing the Challenge and Epworth’s model of care. Responsible for accurate and timely documentation in accordance with ECH policy and state regulation. Applies child welfare knowledge to: develop IPOCS and establish appropriate services needed in compliance with state regulations, uses assessment tools, assisting child in accomplishing goals and ensuring progress is documented, and independently assess the quality and appropriateness of services being provided to each child in placement. Covers “on call”. Other duties as assigned.

QUALIFICATIONS: Required: Master’s degree in social work or other license-eligible field. Independently licensed and at least two years’ experience working with children who have therapeutic needs. LCSW, LPC, LMSW, or LMFT required. Must have an understanding of children, adolescent and family treatment as well as the ability to deliver evidence based practice with fidelity.

REQUIRED SKILLS: Good written and oral communication skills required. Must be able to read, analyze and interpret general business periodicals, professional journals, technical procedures or government regulations. Ability to define problems, collect data, establish facts, draw valid conclusions with serval abstract and concrete variables. Must be able to pass standard background checks, including: drug screen, employment physical, SLED, DSS Central Registry and Sex Offenders Registry. Has a belief system and engages in faith practices that are compatible with those of the United Methodist Church.

Interested applicants should submit a letter of interest and resume to the Human Resources Office:
Epworth Children’s Home
Human Resources
PO Box 50466
Columbia, South Carolina 29250
or by email to jobs@epworthsc.org

2900 Millwood Ave., Columbia, SC 29205 * Tel: (803) 256-7394 * Fax: (803) 212-4798 * www.epworthchildrenshome.org

Please remember the children of Epworth in your will or estate plan.