

DEPARTMENT: Southeast Colorado case Management Agency (SECO CMA)

JOB TITLE: Lead Case Manager-Journeyman

CLASS CODE: Full Time Exempt

REPORTS TO: SECO CMA Program Supervisor

Salary scale: \$22.00 - \$28.00 DOE with generous benefits package including health, vision, dental, paid holidays and time off, retirement and community building membership

#### GENERAL STATEMENT OF JOB

Under the general supervision of the Care Management Supervisor, the Lead Case Manager will perform care management functions while providing oversight of Long-Term Services and Supports (LTSS) for high-need Medicaid populations. This role combines direct care management with leadership responsibilities, including ensuring compliance with state and HCBS waiver requirements, mentoring staff, and managing complex caseloads. The Lead Case Manager promotes person-centered care to support quality outcomes for older adults and individuals with disabilities.

#### SPECIFIC DUTIES AND RESPONSIBILITIES

- **Guidance:** They serve as a primary lead for records staff and other case managers, providing mentoring, orienting new employees, and resolving complex problems.
- **Complex Case Management:** They often handle the most complex assignments involving individuals needing elevated services or multiple waiver transitions.
- **Liaison and Coordination:** They act as a "go-to" expert for internal staff and external agencies regarding emergency authorizations, Medicaid appeals, and complex waiver programs such as HCBS, EBD, and CES.

#### Essential Skills

- **Critical Thinking:** Evaluate medical records, documentation, information to inform care planning, ensure Medicaid LTC eligibility, and support client health, safety, and overall wellbeing.
- **Technological Proficiency:** Using Colorado's specific state systems, such as the Care and Case Management (CCM) system, Bridge, and Telligen.
- **Advocacy:** Empowering clients to voice their preferences and navigate complex Medicaid/Medicare systems.
- **Time Management:** Organizing multiple daily tasks and prioritizing emergencies while meeting strict state-defined deadlines.

#### ADDITIONAL JOB FUNCTIONS

Performs other related work as required.

#### MINIMUM TRAINING AND EXPERIENCE

Lead Case Manager shall have a minimum of 2 years experience as a case manager with SECO CMA.

To apply complete the Prowers County Employment Application which can be found at:

<http://www.prowersco.gov>.

Please include a cover letter addressing the following points: A) Your motivations for seeking the Lead Case Manager role ; B) How your background in case management has prepared you for these leadership responsibilities.

Position open until May 15th.