

FULL TIME - OPEN POSITIONS AT ECKER CENTER as of September 30, 2024

Ecker Center for Behavioral health is committed to creating a diverse and inclusive environment and is proud to be an equal opportunity employer

Mental Health Professional OR Rehabilitative Support Associate, Crisis Residential Program

Responsibilities:

- Provides case management, counseling and emotional support to consumer, based on individualized treatment goals and discharge plans.
- Encourages, teaches, and supports skill development based on each consumer's treatment goals and discharge plan.
- Maintains MOR properly and assist clients to monitor medications so medications are available.
- Provides supervision of clients and maintains constant awareness of where each client is at all times.
- Records pertinent information and observations regarding interactions, behaviors, & psychiatric symptoms, etc. in progress notes.
- Communicates regularly with next shift and program supervisor regarding all pertinent information.
- Manages crises as they arise. Contacts appropriate authorities in an emergency & OIG in the case of a reportable allegation of abuse or neglect.

Qualifications:

- Bachelor's Degree in human services field or 5 years' behavioral health experience including experience providing crisis intervention
- Experience working with adults with mental health and/or substance use needs
- Must have a valid Illinois driver's license, auto insurance, and automobile
- Ability to administer CPR
- Willingness to work a flexible schedule if needed

Hours: Mon – Fri, 4:00pm – 12:00am, 40 work hours weekly

Senior Billing Specialist, Business Office

Responsibilities:

- Verify client insurance coverage and benefits
- Verify client income and complete Fee Share Agreements
- Data entry of client billing and insurance information
- Post client and insurance payments and balance payments daily
- Analyze denials & refunds and take appropriate steps for correction and resubmission
- Review client accounts for billing errors, updates, and issue adjustments as needed

Qualifications:

- Bachelor's degree required; Degree or coursework in Health Information Management, Health Care Administration, Business, or related area preferred.
- A minimum of 3 years of experience in Medical Billing with an emphasis on medical claims and denials.
- Experience in Medicaid billing required.
- Experience with Carelogic a plus.
- Experience in Mental Health and Substance Use setting highly preferred.
- Bilingual, Spanish preferred
- Possess a working knowledge of medical insurance terminology
- Proficiency in Microsoft: Word, Excel, and Outlook
- Strong verbal and written communication skills
- Strong problem-solving skills; able to anticipate problems/solve them as they occur
- Thorough attention to detail

Hours: Mon – Fri 8:30 am – 5pm, 40 hours per week

CST & ACT Manager, Community Support Team/Assertive Community Treatment

Responsibilities:

- Leads and oversees the daily operations of the Community Support Team and Assertive Community Treatment Programs
- Provides daily leadership/clinical consultation and supervision/evaluation to Masters, Bachelor, and other clinicians to ensure operations run smoothly and that program development is responsive to individual and community needs.
- Ensuring the CST and ACT Programs' census is at full capacity.
- Provides a full range of clinical crisis services including IATP, crisis intervention, case management, medication monitoring, consultation, rehabilitative groups, discharge planning and referral/linkage services
- Ensures documentation and reporting requirements for programs are being met
- Evaluates individuals for appropriate services and make all necessary referrals, both inside and outside the agency. Manages referrals and relationships with referral sources.
- Completes admissions to and discharges and all other pertinent documentation related to admission & discharge of clients
- Provides clinical consult and coverage support to teams as needed
- Provides accurate, quality documentation within a maximum of 48 hours after service delivery

Qualifications:

- Master's Degree and valid clinical license in human services field (LCSW, LCPC, LMFT)
- Minimum of five years clinical experience, including individuals with SMI/co-occurring substance needs and ability to manage behavioral health crises
- Minimum of five years supervisory/administrative experience, less experience considered for an otherwise strong candidate
- Valid Illinois driver's license, insurance and automobile and willingness to transport clients
- Ability to administer CPR

Hours: Monday – Friday, 8am – 4pm (40-hrs week) with some flexibility; periodic evenings and weekends as needed for coverage and supervisory activities

Mobile Crisis Counselor, MCR

Responsibilities:

- Provide triage, assessment, crisis de-escalation/resolution, coordination with local hospitals, police, fire, medical, and behavioral health services, crisis planning, and follow-up
- Manage walk-in, telephone, and community-based crises
- Deliver services primarily in the community where the client is located, including shelters and client homes
- Provide referral and disposition options appropriate to the client's needs and safety including warm hand-offs to referral sources. Schedule outpatient follow-ups.
- Respond to Call4Calm requests and regional crisis call hubs such 988
- Evaluate unfunded individuals and apply for Medicaid. Coordinate with the CARES line for individuals funded with Medicaid
- Serves as QMHP for MHP and CRSS level staff providing Crisis Intervention on the Mobile Crisis Team

Qualifications:

- Master's degree in human service field with experience providing crisis intervention
- Experience working with adults and children with mental health and/or substance use needs
- Bilingual Spanish preferred
- Must be able to work independently and be willing to travel in the community (Kane County and nearby Cook)
- Willing to transport clients when appropriate, current driver's license, automobile, and auto insurance required

Hours: Monday – Friday, 3:30pm – 12am. 40 hours/week

SAP and HUD Supervisor, SAP & HUD

Responsibilities:

- Oversees daily operations and provides clinical oversight to the Supported Apartment Program (SAP) and HUD Program to ensure operations run smoothly and that program development is responsive to individual and community needs
- Provides leadership and guidance to the residential treatment team in implementation of IATP goals and provision of services per program policy and procedure
- Ensures documentation and reporting requirements for HUD and SAP programs are being met
- Provides a full range of clinical services including assessment, therapy, counseling, crisis intervention, treatment planning, case management, medication monitoring, consultation, and community support services.
- Supports Leadership Team members to assure agency Joint Commission, Rule 132, Rule 140, HUD, Medicaid, and Medicare compliance

Qualifications:

- Master's Degree in Human Service Field, meets definition of a QMHP
- Minimum of five years clinical experience
- Minimum of two years supervisory/administrative experience, supervisory experience in a residential setting a plus experience working with co-occurring mental health and substance use needs and/or the unhoused a plus
- Valid driver's license, insurance, vehicle and a willingness to transport clients as necessary.

Hours: Monday – Friday, 8am – 5pm (40-hrs week) with some flexibility; periodic evenings and weekends as needed for coverage and supervisory activities

Supported Employment Specialist, Supported Employment/Case Management

Responsibilities:

- Carries out supportive employment services by helping individuals obtain and sustain employment that is consistent with their vocational goals and recovery
- Manages caseload of up to 25
- Provides vocational services and carry out all phases of vocational service
- Utilizes a strengths-based approach when serving clients by recognizing each person's skills, experiences, and values that support employment
- Employs a recovery-based orientation including the belief that people learn from their experiences, develop new skills, and achieve life goals over time
- Engages clients and establishes trusting, collaborative relationships directed toward the goal of competitive employment in integrated job settings
- Assesses individuals' vocational functioning on ongoing basis
- Assist clients in getting supports to continue their education or attaining credentials
- Following supportive employment principles and procedures, helps individuals in job development and rapid job search activities directed toward positions that are competitive, permanent, and consistent with individuals' needs and interests
- Provides individualized, time-unlimited, follow-along services to help individuals sustain employment.
- Writes person-specific plans that are congruent with each person's goals and includes specific steps that will be taken to meet those goals
- Based on agreement with clients, provides education and support to employers, which may include negotiating job accommodations and follow-along contact with employers
- Provides outreach services to clients, as necessary, when they appear to disengage from supportive employment services
- Coordinates and collaborates with other vocational agencies in providing job opportunities and assistance as needed for the individual
- Draws up individual employment plans with clients, case managers, and other treatment team providers and updates the plan regularly
- Assists with transporting clients to related meetings, interviews, or appointments
- Spends at least 60 percent of direct service time in the community to engage and support clients, family members, and employers

Qualifications:

- Bachelor's Degree in Human Services field or 5 years equivalent experience to qualify as an MHP
- Experience working with individuals with serious mental health needs and/or co-occurring mental health and substance use needs
- Experience with vocational services and knowledge of the work world are preferred
- Ability to work as an effective team player is essential
- Willingness to work a flexible schedule that might include some evenings and weekends to accomplish responsibilities
- Valid Illinois driver's license, current auto insurance, and working vehicle
- Willingness to transport clients in personal and agency vehicles

Hours: Monday – Friday 9am-5:30pm, with periodic need for evenings or weekend. 40-hour work week