UNIVERSITY of HOUSTON GRADUATE COLLEGE of SOCIAL WORK

Date Posted: 09/26/14

Job Title	TxHmL Service Coordinator I-IV
Employer/ Agency	Texana Center Rosenberg
Job Description	Coordinate services for participants in Texana Texas Home Living (TxHmL) Medicaid program. Job responsibilities include assessment, service planning, monitoring, and crisis prevention and management for assigned caseload of individuals with developmental disabilities. The Service Coordinator works under the supervision of the Service Coordinator Supervisor, IDD Authority Services Division. The Service Coordinator is responsible for providing Medicaid billable service coordination activities in accordance with applicable local, state, and federal rules, regulations, standards and program guidelines. Travel within 6 county region is equired. Typical work hours are M-F, 8-5 with flexible hours/days as determined by participant needs. Service Coordinator is responsible and accountable for adherence to and promotion of Texana Compliance Policy.
Qualifications	Bachelor degree in a social, behavioral, human services field, including but not limited to psychology, social work, medicine, nursing, rehabilitation, counseling, sociology, human development, gerontology, educational psychology, education and criminal justice. Career Ladder based on experience as a Service Coordinator in developmental disabilities services and advanced education (Master's Degree in a social, behavioral, human services field).
Salary/Hours	\$2833 – \$3333 monthly depending on education and experience
Employer/Agency	Texana Center
Contact Person	Pam O'Quinn
Contact Title	HR Specialist
Email Address	Pam.oquinn@texanacenter.com
Application Method	www.texanacenter.com
Opening Date	9/03/2014

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