



Our mission at *Apicha Community Health Center* is to improve the health of our community and to increase access to comprehensive primary care, preventive health services, mental health, and supportive services. We are committed to excellence and to providing culturally competent services that enhance the quality of life. We advocate for and provide a welcoming environment for underserved and vulnerable people, especially Asians and Pacific Islanders, the LGBT Community and individuals living with and affected by HIV/AIDS.

We are currently seeking a **Medical Case Manager** to work at our 400 Broadway location.

Position Summary: The Medical Case Manager will provide direct case management to patients of Apicha's primary care clinic to ensure access and retention in medical care. This individual will provide services that include intake, comprehensive assessment/reassessment, and individualized care plan development to ensure access to medical care and other services including communication with their primary care provider at regular intervals to ensure patients have positive health outcomes.

Qualifications: Bachelor's degree in social science, psychology, social work, health or equivalent experience or LPN with 1 year of relevant experience required. AA/AS in health or human services field with 3 years of relevant work experience maybe considered equivalent of 1 year of bachelor's degree. Bachelor's degree in non-related field with 5 years of post-bachelor's relevant work including customer services experience maybe considered; At least one year of case management experience preferred; Experience in working with at least one of the following communities is required: people living with HIV/AIDS, Asians and Pacific Islanders, immigrants, LGBT individuals, and families with children; Fluency in one or more Asian language preferred; Excellent written and verbal communication skills in English required; Independent and good team player with good attention to details required; Excellent people skills; Ability to handle multiple tasks and stressful environment; Ability to work well within the organizational structure required; Ability to work flexible hours including some evening and some weekends required; Ability to use common office software. (Word, Excel, Power Point); Ability to use electronic medical record required. Familiarity with eClinical Works and AIRS is a plus; Proof of immunization or immunity to certain communicable diseases (including influenza during the flu season) and testing for tuberculosis is required. These certifications are required by the NYC DOHMH Health Code, NYSDOH and OSHA.