



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Care Navigator

Lummi Tribal Health Center (LTHC)

OPEN: January 5, 2022

EXEMPT: No

SALARY: (8) \$21.82-\$24.44 p/h DOE

SHIFT: Day

LOCATION: LTHC

DURATION: Regular Full-Time

GRANT ENDS: 08/31/2022

CLOSES: January 18, 2022

JOB CODE:

DIVISION: Health & Human Services

DEPARTMENT: LTHC

SUPERVISOR: Social Work Team Lead

VACANCIES: 2

JOB SUMMARY: The Care Navigator will join a multi-disciplinary care team dedicated to serving patients with both complex medical and behavioral health care needs. The employee will be located at the Lummi Tribal Health Center but will be responsible to bridge the care gaps between on-site in clinic visits. The employee will specialize in the last mile of care delivery which may include accompanying patients to outside specialty visits, transportation, supporting treatment plans, and addressing social determinants of health. The employee will serve a range of patients but will have a special focus on maternal-child health, supporting activities to decrease the incidence of childhood trauma.

This position is grant funded by the CDC OT18-1803 Opioid Overdose Prevention Program which will conclude August 31, 2022.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Engage in patient outreach via email, phone, or face to face in a location of their choosing, such as their own home, to provide services and coordinate care within the scope of the job description.
2. Track patient appointments and send out reminders via email, phone, or in-person as needed
3. Provide transportation for patients by schedule or request to and from appointments
4. Transport patient supplies and equipment relevant to their healthcare plan
5. Work with patients to identify short-term and long-term goals, prioritize concerns and establish immediate action steps
6. Engage in healthcare coordination and communication with LTHC primary care physician, psychiatrist, care-coordinators, social work, harm reduction team, medical specialist, and all other stakeholders.

7. Implement culturally appropriate screening tools for substance use disorder, DV, housing, mental health, and food insecurity.
8. Work with maternal child health program to implement appropriate workflows to achieve screening goals as above.
9. Begin tracking screening measures, referrals, and treatment initiation.
10. Demonstrate mentorship and motivation for patients to follow their healthcare plan and engage in healthy behaviors
11. Attend all relevant and required training
12. Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

- High School Diploma or GED, *required*
- AA or Bachelor's degree in a health or social service discipline, *preferred, may substitute equivalent years of experience in lieu of AA or Bachelor's degree.*
- Two years of experience in healthcare or social service programs, *preferred*
- Must possess and maintain a valid Washington State Driver's license and meet eligibility requirements for tribal
- Current CPR and First Aid Certification, Naloxone administration training, or ability to complete upon hire.
- Lummi/Native American/Veteran preference policy applies

KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to maintain a positive, solution-focused demeanor when responding to conflicts or problems.
- Possess organizational skills and the ability to multitask within a fast-paced environment.
- Possess communication skills, written and verbal.
- General computer proficiency, including the ability to utilize electronic medical record systems.
- Knowledge of mental illnesses and chemical dependency, and effective strategies for dealing with its effects.
- Knowledge of community resources.
- Knowledge of services provided at Lummi Counseling Services and Lummi Healing Spirit Clinic.
- Knowledge of Lummi culture and traditions.

REQUIREMENTS:

- Must pass a pre-employment random drug screen and alcohol test to be eligible and maintain employment, as required by the LIBC Drug and Alcohol-Free Workplace Policy.
- Adherence to HIPPA policy and procedures per LIBC and federal regulations
- Must demonstrate and maintain strict confidentiality at all times.
- Position is grant funded that will end on **August 31, 2022**. If additional funding is received this position will need to be reviewed for grading purposes
- Must be fully vaccinated for COVID-19 including two (2) doses of a 2-dose series, or one (1) dose of a 1-dose series, plus 14 days beyond the final dose prior to the start date.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume &

reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.