

BOARD ADDITIONS

November 20, 2019

GOVERNING BOARD

U. Decision Items

20. Request for County Agency Social Worker (AMH)



Position Request Form

SECTION 1: Process

1. Supervisors will complete the internal position justification form and submit to their Division Director.
2. Division Director completes position request form outlining their justification for requesting a new or open position and submits to Director.
3. Executive Team will review requests. Director will make final recommendations to the SWHHS Governing Board.

SECTION 2: New Position Information

New Position Title: County Agency Social Worker **Division/Unit:** Adult Mental Health

New Position Replacement Permanent Temporary Promotion

Is Funding Budgeted for This Position? Yes, Budgeted No, Not Budgeted

Desired hire date: As soon as possible **FTE Requested:** yes

*Attached additional sheets if necessary.

1. What will the essential functions performed by this position include?

This position is an Adult Mental Health Case Manager Position. The position is responsible for knowing and administering Rule 79 Case Management. The position will meet with clients who qualify for Rule 79 Case Management at least once a month, sometimes more depending on the consumers needs. During these meetings, the case manager will determine the client needs by completing Functional Assessments, reviewing Diagnostic Assessments, and communication with consumers. The position is responsible for completing Individual Community Support Plans (ICSP) with the consumer. This position also will be responsible for providing Care Coordination for Substance Use Disorder Clientele seeking assistance from our agency under the new Substance Use Disorder Reform standards.

2. Why are you recommending this position be authorized?

Currently the Rock County Case Manager has 29 open cases, and 4 intakes that are in the process of determining if they are eligible for Adult Mental Health Case Management. The State of Minnesota recommends that Adult Mental Health Case Managers case load ratio be 1 Case Manager for every 30 consumers, SWHHS is currently at that average for workers who have primarily an Adult Mental Health Case Load. In order to keep this average, this position would need to be re-filled. If this position is not re-filled, all of those case loads would increase, exceeding the states recommendations. All of the Adult Mental Health Case Managers have consumers who are placed out of the area, so travel adds to the time of all of the case managers. Travel for covering Case managers will also increase due to the need to cover this positions current visit route which includes Rock county as well as much of the I-90 corridor, if this position was not re-filled. The availability of a worker in Rock County is important to consumers in Rock County and surrounding areas, especially if additional meetings are needed throughout the month, as the average is one monthly visit per consumer. As we currently contract out our Chemical Dependency Assessment services, this position will also continue to coordinate Substance Use Recovery Efforts in Rock county and the surrounding area as our agency maintains responsibility for funding SUD services.

3. What alternatives to hiring a new position have been considered?

It was considered to have other Adult Mental Health Case Managers take on the current Rock County Case Load, due to numbers of cases and duties, this would not be feasible. Adult Mental Health Case Managers would not have the time or ability to take on all of these extra AMH cases, SUD Care Coordination services and other duties that are integral to the southern region of our service area.

4. Please indicate how this position will be funded? Check all that apply.

- 100% Levy
- Part Levy/Part Grant or Reimbursement
- 100% Grant or Reimbursement

Other:

County Agency Social Worker - \$58,938 - \$90,716 (salary, fica, pera and insurance contribution)

Targeted Case management revenue is available for about 75% of this caseload therefore a very large portion of the salary can be covered by TCM revenue. The position in 2020 will also be able to bring in revenue for SUD Care Coordination.

5. What new or additional funding would support this position? Please identify any NEW dollars available to support this request. Grant resources already committed to existing expenditures should not be listed. Please be detailed.

What is the ROI?

6. What would the impact be to your customers and the community if this position is not authorized?

Consumers would not be given the same level of treatment that they currently are given. Adult Mental Health Case Managers would not be located in the Rock Office on a regular basis. Adult Mental Health Case Managers would have difficulty providing services to the current case load within the rules and regulations set forth in Minnesota Statute. Due to current case load size of remaining case managers, this caseload of 29 with 4 new referrals seeking eligibility for services, SUD Care Coordination services and distance between all of the offices, it would not be possible to maintain timely service delivery or meet regulatory paperwork guidelines.

7. How does this position support the core mission of your department?

This position supports the agency's mission statement. It provides services to individuals with a mental health diagnosis in a caring and respectful manner. It will also provide Care Coordination Services to those with Substance Use Disorder. Having someone in the Rock County Office helps meet those needs in a timely manner and is cost-effective. The Adult Mental Health Case Manager would be located in Rock County, so travel time would remain as it currently is. With this position being re-filled, Adult Mental Health Case Managers would be able to continue to provide the same services that we currently are, in a timely manner.

SECTION 3: Signatures

Completed by:	APPROVED <i>By Stacy.Jorgensen at 4:35 pm, Nov 15, 2019</i>	Date: _____
Division Director Signature:	APPROVED <i>By Cindy.Nelson at 11:49 am, Nov 17, 2019</i>	Date: _____
Director Signature:	APPROVED <i>By Beth Wilms at 8:33 am, Nov 18, 2019</i>	Date: _____