



# DEMENTIA CARE MANAGEMENT

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## **INTERNSHIP DESCRIPTION:**

The DCSL Dementia Care Management Program provides quality care management services to homebound, frail older adults who have dementia. This position is conducted primarily in the field and is supervised by our Masters of Social Work/Licensed Clinical Social Work Dementia Care Manager.

## **DUTIES/RESPONSIBILITIES SHALL INCLUDE:**

- Conduct initial and ongoing outreach and marketing to agencies and other related programs.
- Assist with the implementation of all aspects of care management activities to include:
  - Client intake and assessment
  - Development and implementation of an individualized care plan
  - Care plan monitoring, which includes in-person follow-up visits and telephone calls
- Maintain timely, complete, and accurate documentation using both hard copy and technology based solutions in compliance with DCSL policies and procedures.
- Remain up to date on new resources and referrals by attending regular trainings

## **QUALIFICATIONS:**

- Pursuing a BA/BS, MA/MSW in Social Work, Sociology, Gerontology, Psychology, or Public Health
- Experience working with the older adult population
- Able to work independently and set up a schedule that maintains compliance with the expectations of the internship and the Dementia Care Managers
- Skills in verbal and written communication
- Proficiency with Microsoft Office Suites (including Word, Excel, and Outlook)
- Excellent attention to detail and ability to work with others as part of a team
- Commitment to maintain confidentiality
- Able to lift 25 pounds
- If given the opportunity, a criminal background check will be conducted

## **ORGANIZATIONAL RELATIONSHIP:**

The Dementia Care Management intern will report to the Dementia Care Director, Melissa Black.