

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
(406) 675-2700
PERSONNEL OFFICE FAX: (406) 226-2562
WEBSITE ADDRESS: www.csktribes.org
E-mail: melanie.piedalue@cskt.org**

******V A C A N C Y A N N O U N C E M E N T******

TITLE: Medication Assisted Treatment (MAT) Care Manager
(MA – Level 1-3, ASN – Level 1 – 3, BSN – Level 1-3)

LOCATION: Tribal Health Department - (Pablo/SKC)

SALARY: May be employed under contract – (rate per hour plus benefits)
MA Level 1 - \$16.91 to \$19.44 MA Level 2 - \$17.32 to \$19.91
MA Level 3 - \$18.97 to \$21.80 ASN Level 1 - \$23.04 to \$26.48
ASN Level 2 - \$24.33 to \$27.96 ASN Level 3 - \$24.93 to \$28.65
BSN Level 1 - \$24.04 to \$27.63 BSN Level 2 - \$24.59 to \$28.27
BSN Level 3 - \$25.28 to- \$29.06

CLOSING DATE: Thursday, March 28, 2024 @ 5:30 p.m. (MST)

SPECIAL CONDITIONS:

This position is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test. The successful applicant will be required to serve a mandatory six (6) month probationary period.**

This position requires specialized knowledge of and experience with Opioid Use Disorder and the medications used to treat OUD.

The MAT Care Manager will provide client-centered services that implement the clinical treatment plan, including linking clients with health care, psychosocial, and other services within the hub of Tribal Health MAT treatment team. The coordination and follow-up of substance use disorder treatments are key components of MAT care management. These services ensure timely and coordinated access to medically appropriate levels of health and support services and the continuum of care through ongoing screening and assessment of the client's and other key family members' needs and personal support systems. MAT care management includes the provision of treatment adherence counseling to ensure readiness for, and adherence to complex substance use disorder treatments.

Roles and Responsibilities Include:

- Requires the ability to successfully engaged with MAT clients and develop an open, trusting relationship.
- Implement the MAT treatment plan by providing counseling on medication, appointment and other treatment adherence issues (confirmatory urine drug screening, pill counts and compliance checks).
- Client assessment in initial pre-screening to determine eligibility for services and appropriateness of MAT services.
- Interview clients for intake and needs assessments including COWS screening.
- Complete client data-based assessment and reassessment of SAMHSA required GPRAs.
- Participates in development of a comprehensive care plan with the client and MAT treatment team that includes short- and long-term goals focused on attaining, maintaining and achieving positive health and behavioral outcomes.
- Navigate clients through the healthcare landscape to ensure that their medical and mental health needs are being addressed.
- Document all treatment goals/plans, and patient interaction into EPIC.
- Collaborates with team members within the organization, outside referral sites, and with providers/staff from addiction /healthcare settings throughout the state/region.
- Assess and monitor patients in the induction, stabilization and maintenance phases of treatment
- Exhibit non-judgmental, empathetic and supportive approach when communicating with patient, family and staff
- Provide ongoing management, education, and support of patients in all phases of treatment including: scheduling visits/appointments, random and scheduled urine toxicology screens, routine labs and as needed, medication teaching, monitoring, pill counts, observed doxing and assist with medication refills.

- Follow State and Federal guidelines in providing care to OUD patients in collaboration with licensed, prescribing physicians and pharmacy.
- Work with pharmacies and the MAT Team/Medical Provider in obtaining medication orders, prescriptions, refills, prior authorization and communication as needed.
- Assess patient's need for treatment or advice via telephone call or personal encounter (walk-in), to include consultation with medical or behavioral health provider whenever necessary in order to advise patient of most appropriate action; reinforce provider plan of care.
- Responds to patient calls in a timely manner. Document all call/visits; maintain accurate notes of telephone messages and attach/documentation in patients' chart.
- Request position description for a detailed description of desirable qualifications.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION):

Required

- Health related degree (i.e. MA, ASN, BSN)
- Valid Montana Driver's License with ability to operate a vehicle.
- Basic Life Support for healthcare provider's certification.
- Experience using medical data bases, and strong working knowledge and proficiency of Microsoft Office.

Medical Assistant

Level 1. Has completed medical assistant program with 3-5 years of experience

Level 2. Met level 1 with 5-10 years of experience

Level 3. Met level 1 with 10-15 years of experience.

Associate Nursing

Level 1. Has completed Associates of Nursing program with degree with 3-5 years of experience

Level 2. Met level 1 with 5-10 years of experience

Level 3. Met level 1 with 10-15 years of experience.

Bachelors of Nursing

Level 1. Has completed Bachelors of Nursing program with degree with 3-5 years of experience

Level 2. Met level 1 with 5-10 years of experience

Level 3. Met level 1 with 10-15 years of experience.

SUBMIT:

1. Completed Tribal employment application.
2. Copy of degree/relevant academic transcripts and certifications.
3. Copy of current licensure.
4. Copy of current valid driver's license.
5. Proof of enrollment from a federally recognized Tribe if other than CSKT.
6. If claiming veteran's preference, a copy of DD214 must be submitted.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, PO Box 278, Pablo MT 59855, Telephone (406) 675-2700 Ext. 1040 or personnel@cskt.org

FAILURE TO SUBMIT ALL OF THE ABOVE INFORMATION WILL RESULT IN IMMEDIATE DISQUALIFICATION DURING THE SCREENING PROCESS.

FOR MORE INFORMATION: Contact Bernadette Corum @ (406)675-2700 Ext. 5124