

Position: **Benchmark Job #340**

Ministry: Health

Working Title: **Care Plan Consultant**

Branch: Maples Adolescent Centre

Classification Level: Range 21

Location: Burnaby

NOC Code: 4152

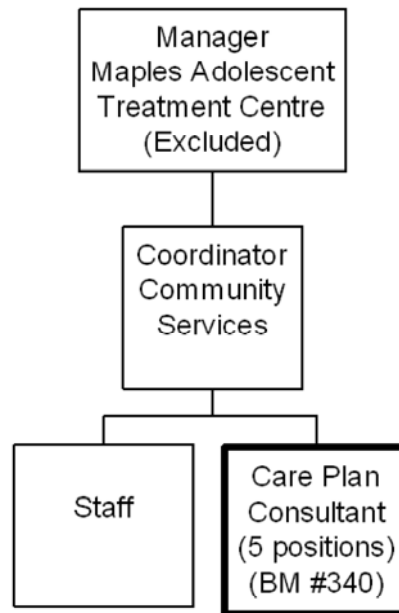
PRIMARY FUNCTION

To provide consultation to families and communities on interpretation and application of care plans developed by the Response Program to promote care and treatment of conduct disordered youths in the community.

JOB DUTIES AND TASKS

1. Participates in care plan meetings and facilitates the implementation of the care plan within the community
 - a. attends admission meetings and care plan meetings to initiate an effective working relationship with youths, caregivers (e.g. family/guardian) and community case managers
 - b. attends care plan development meeting to gain an understanding of client history
 - c. edits drafts of the care plan to ensure accuracy, completeness and clarity
 - d. conducts discharge meetings in the community to familiarize community contacts with care plan and to respond to issues raised
 - e. interprets care plan, which contains psycho-social material, to community contacts (e.g., social workers, teachers, doctors, family, probation officers, police, etc.) and explains underlying dynamics and strategies for intervention and care
 - f. monitors progress of implementation of care plan by maintaining contact with caregivers and community agencies
 - g. reports on implementation of care plans or specific cases to others in Response Program
 - h. assesses referrals for care plan reviews and schedules review meetings when required
 - i. recommends, and assists caregivers to obtain, community services by determining caregiver needs and availability of community services
 - j. writes and prepares reports regarding functioning of youth, caregivers, agencies and communities during implementation and maintenance of care plans
 - k. maintains primary responsibility for a caseload of youth until they reach age 19
2. Coordinates respite care for youth at the Maples
 - a. assesses referrals for respite care and recommends community alternatives when appropriate
 - b. establishes duration of stay, method of admission and completes admission documentation
 - c. informs youth of reason for admission, duration of residence and expectations
 - d. informs residential care teams of admission and important issues for provision of care
 - e. arranges for discharge of youth from respite care
3. Provides care plan instruction and training to caregivers and community contacts
 - a. assesses training requirements of caregivers and community contacts

- b. trains and educates caregivers and contacts, within the context of the implementation of the care plan, on the implications and use of the Response Program
 - c. identifies issues and jointly develops strategies to deal with mental health issues such as behaviour management
 - d. purchases supplies to assist with training
4. Performs other related duties
- a. monitors unsolicited feedback from youths, caregivers and community contacts
 - b. establishes and maintains case files and records
 - c. records, analyzes and reports on community concerns regarding the Response Program



FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	<p>JOB KNOWLEDGE</p> <p>Understand child psychology attachment and systems theory to interpret psycho-social material and underlying dynamics and strategies for intervention and care of conduct disordered youth to families and community care providers, facilitate implementation of care plans within the community and monitor progress.</p>	H	280
2	<p>MENTAL DEMANDS</p> <p>Judgement to modify methods and approaches in working with the individual needs of conduct disordered youth and the resources available within their communities to facilitate the implementation of the care plan within the community, interpret the plan to community contacts and caregivers and monitor progress of implementation and provide continued support until the youth reaches age 19.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATIONS SKILL</p> <p>Persuasion required to use basic counselling skills to encourage caregivers and community contacts to use the care plan in the treatment and care of conduct disordered youth.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY</p> <p>Moderate coordination and dexterity required to drive vehicle to attend discharge and care plan conferences in community.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS</p> <p>Guided by social work standards, applies accepted work methods in a different way to promote the care and treatment of conduct disordered youths in the community; interpret care plans to caregivers and community resources, provide instruction on the philosophy, theoretical basis, implications and use of the Response Program and recommend and assist caregivers in obtaining appropriate community services.</p>	E	120
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES</p> <p>Financial responsibility to purchase supplies to assist with training from established program funds within annual limits.</p>	C	15

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
7	RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Moderate responsibility to set up and maintain client case files.	C	15
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to provide formal training to Probation Officers and Social Workers on the Care Plan.	B	9
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Significant care and attention to provide services to caregivers and other community resources to implement the care plan for conduct disordered youth.	D	25
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused sensory concentration to frequently listen to caregivers and community contacts while discussing implementation of the care plan.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus visual attention to care plans, psychiatric/psychological assessments, social histories and other case documents.	C	12
12	SURROUNDINGS Exposure to frequent overnight travel to attend care plan conferences in assigned geographic area of province.	C	6
13	HAZARDS Moderate exposure to hazards from frequent driving to attend community conferences to discuss care plan implementation and progress.	C	6

Total Points: 760

Level: Range 21