

JOB DESCRIPTION

JOB TITLE: Peer Navigator

Organization: Housing Works, Inc.

Department: Behavioral Health Services

Program: VNSNY Choice-SelectHealth

POSITION DESCRIPTION

The Peer Navigator position provides direct field outreach and supportive services to all assigned clients in an effort to improve the utilization of health care services for individuals enrolled in VNSNY Choice-SelectHealth that have not been adherent to medical care and treatment.

PRIMARY GOALS & OBJECTIVES

The primary goals and objectives of the Peer Navigator are to promote greater engagement and utilization of health care services amongst the client population assigned by VNSNY Choice-SelectHealth.

MAJOR AREAS OF RESPONSIBILITIES

- a. Assist with VNSNY Choice-SelectHealth's efforts to improve client engagement in health care services.
- b. Assist with Housing Works' efforts to connect, return, and/or engage clients to HIV Primary Care, as well as to other healthcare/mental health services on the behalf of VNSNY Choice-SelectHealth as needed.
- c. Assist in efforts to increase treatment adherence to HAART and reduction of emergency acute care.

SPECIFIC RESPONSIBILITIES

- a. Participates in Housing Works and VNSNY Choice-SelectHealth's orientation and training.
- b. Participates in weekly team meetings/ case reporting conferences with VNSNY Choice-SelectHealth's Clinical Director.
- c. Assists in connecting clients with VNSNY Choice-SelectHealth services within the New York City and other services as per clients' needs; Housing Works service sites inclusive.
- d. Provides telephone calls and face-to-face engagement to retain clients in care.
- e. Orients and educates clients about available health and preventive services; Housing Works services inclusive.
- f. Completes VNSNY Choice-SelectHealth's "Intake and Follow Up Visit Forms."
- g. Writes a progress note for each service delivered, including documenting unsuccessful attempts.
- h. Reports delivered services accurately via internal reporting system (i.e. tracking of field visits and CVS gift cards disbursements).
- i. Ensures one hundred percent accuracy of date, start time, end time, and service type delivered on daily tracker.
- j. Enters all activities in daily tracker and submits to the Housing Work's Clinical Director.
- k. Any other assignment related duties.

PHYSICAL DEMANDS

The responsibilities of this position include outreach and accompaniment of clients to various appointments to meet their respective health/mental health needs. This often means that the incumbent might be assigned to perform field-based duties during safe but inclement weather. The position also requires frequent travel via public transportation within the New York Metropolitan area.

CONCLUSION

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by the job incumbent. It is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.

To apply for this position, contact:

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