1. Conduct outreach and recruitment activities to ensure contract compliance and program goals are met. (4 – Health related Outreach)

2. Assist with program presentations throughout the county and community outreach events. (4 – Health related Outreach)

3. Provide intensive case management and mentoring to YYA who are impacted by homelessness and trauma. (4 – Health related Outreach) (6 – Health related Referral, Monitoring and Coordination)

4. Provide health, Medi-Cal and CalFRESH outreach, information, referral, eligibility, and access assistance as needed by participants. (4 – Health related Outreach) (6 – Health related Referral, Monitoring and Coordination) (8 – Medi-Cal application)

5. Provide assessments, goal setting and access to services. (6 – Health related Referral, Monitoring and Coordination)

6. Engage, maintain and track an active caseload of participants that focuses on increasing youth housing stability and safety /well-being through goal attainment and participation in prosocial activities. (6 – Health related Referral, Monitoring and Coordination)

7. Work with community partners including schools, law enforcement, probation, housing providers, employers, etc. for appropriate YYA referrals. (6 – Health related Referral, Monitoring and Coordination)

8. Assist YHRT clients to “navigate” through services to ensure successful outcomes. (8 – Medi-Cal application)

9. Provide direct client assistance including case management and individualized goal plans creation, application processes, eligibility requirements, reporting, and client services including information and referral. (6 – Health related Referral, Monitoring and Coordination) (8 – Medi-Cal application)

10. Participate in and assist with regular YHRT team (CAB and COE) and MDT meeting for program implementation, case coordination and outcomes monitoring. (6 – Health related Referral, Monitoring and Coordination) (15 & 17 Health related Program Planning & Policy Development)

11. Support CAB/YHRT Coordinator with fund development efforts and relationships with funders/providers. (15 & 17 Health related Program Planning & Policy Development)

12. Work collaboratively with the YHRT team and partners to support a youth homeless crisis response system. (15 & 17 Health related Program Planning & Policy Development)

Continued on next page
YHRT Case Manager (continued)

13. Complete daily Medi-Cal Administrative Activities (MAA) time survey. (20)

14. Attends training related to the performance of MAA. (20)

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Employee Signature (please sign in blue ink)                                      Date

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Employee Name (printed)