

OREGON NEEDS ASSESSOR (ONA) & ADULT FOSTER CARE HOME LICENSING - MADRAS, OREGON

BestCare Treatment Services in Madras is recruiting for an Oregon Needs Assessor (ONA) & Adult Foster Care Home Licensing to work with our IDD team for the Jefferson County Community Mental Health Program! This is a Full Time regular position that includes a competitive benefits package, FOUR WEEKS of paid time off, NINE recognized holidays, and a retirement account option. **Starting pay for this position is \$21.00 - \$27.55 DOE.**

BestCare Treatment Services is proud to be one of the longest-term providers of alcohol & drug rehabilitation and mental health services in the Central Oregon region. We got our start in November of 1997, thanks to a partnership between Deschutes County, State of Oregon, and St. Charles Medical Center. From a modest, singular drug rehab center, we have grown to offering residential and outpatient services in four cities in addition to the only Spanish-speaking alcohol and drug rehab facility in the state. We have helped thousands of people find the help they need in a caring and collaborative environment and we remain true to our founding mission:

To advocate and provide compassionate care in the treatment and prevention of addiction and mental illness.

As an agency, BestCare has a family feel with a supportive staff of hard-working professionals whose compassion and dedication is unmatched in our industry. They are smart, kind, innovative and strive to offer the best services available under all circumstances. Does this sound like you? If so, we invite you to join our team by applying for this exciting position.

Located in beautiful Central Oregon, about 45 minutes north of Bend, and surrounded by quaint farms and working cattle ranches, Madras, Oregon, is home to scenic river gorges, deep desert canyons, and other delightful treasures. The community is tight-knit and is known for its livability, affordability, community spirit as well as its rich mix of cultures. The surrounding landscape offers gorgeous snow-capped mountain views, fresh, clean rivers and lakes and breezy high desert plains. Madras is in close proximity to a myriad of destination locations for fun and relaxation including breath-taking Mt. Hood, world famous Smith Rocks State Park, and Cove Palisades State Park on Lake Billy Chinook just to name a few.

For a video tour of Madras, take a look at this video:

[Madras Oregon: Beyond the Windshield - YouTube](#)

If this sounds enticing, don't wait! Apply today and join the family!

Title: Oregon Needs Assessor (ONA) & Adult Foster Care Home Licensing

Program: Intellectual & Developmental Disabilities Program (CDDP)

Program Location: Madras, Oregon

Employment Status: Full Time Regular

FLSA Classification: Non-Exempt (Hourly)

General Duties: The ONA Assessor will conduct an ONA (Oregon Needs Assessment) with any client engaged in IDD services identified as needing this completed. The ONA is the assessment tool utilized to assess an IDD individual's strengths, preferences, risks, and support needs for the purpose of informing the development of an ISP-Individual Service Plan. The other part of this position is to oversee AFH-IDD (Adult Foster Homes-IDD) in the county by working closely with the licensed adult foster home provider to assure that all activities required by Oregon Administrative Rules governing AFH-IDD are being maintained. Adult foster home providers provide meals, transportation to appointments and other activities, medication management, assistance with activities of daily living, personal care, mobility, and household activities. Support is also provided for behavioral challenges, implementation of nursing care, behavior support and individual support plans.

Job Relationships:

- Reports to: IDD-Intellectual & Developmental Disabilities Program Manager
- Employees Supervised: None

Language: Bi-Lingual Spanish/English preferred but not required

Education & Experience: a Bachelor's degree in behavioral health science, social science, social work, or a closely related field is preferred; or an Associate's degree with a minimum of 2 two years of human services related experience

Duties:

- Become familiar with the priority population (individuals with developmental disabilities) and the IDD service array in-house, regionally, and statewide.
- Become familiar with and develop a thorough understanding of the ONA-Oregon Needs Assessment; the ONA services as a functional needs assessment for individuals with intellectual or developmental disabilities.
- Complete any ODDS and agency required training and proficiency requirements in order to be certified to facilitate the ONA and other IDD services.
- Be able to conduct an ONA in accordance with the standards of practice established by the State/Oregon Developmental Disabilities Services and the state rules.
- Perform client interviews and interview with people chosen by the individual, or as applicable, the individual's legal representative, to contribute to the understanding of the individual's ability to independently meet their ADL and IADL support needs.
- Perform record reviews for documented evidence of the individual's ability to meet their ADL and IADL support needs.
- Network closely with the IDD-Intellectual & Developmental Disabilities team who will refer clients for ONAs and related services. Network with client families, supports, and key community partners.
- Become familiar with and highly knowledgeable about adult foster homes and the Oregon Administrative Rules governing adult foster homes.
- Work closely with licensed adult foster home providers to assure that all required activities are completed in accordance with state standards.
- Adult foster home licensor works with the Department of Human Services to assure that all aspects of licensing are complete and to provide technical assistance as needed. Licenses are issued by the Oregon Department of Human Services, Oregon

Administrative Rule (Chapter 411 Division 360) which governs the operation of the Adult Foster Homes-IDD.

Skills & Abilities:

- Patience, empathy, understanding of and awareness of working with individuals with intellectual and developmental disabilities.
- Works well with individuals from diverse backgrounds.
- Works independently and reliably as a member of the IDD Team as well as the community mental health team, when applicable.
- Networks with and provides strong services to clients, families, and community partners.
- Possesses a willingness to provide advocacy for our clientele in order for them to access resources.
- Strong documentation skills and willingness to follow deadlines and complete client documentation in a timely manner.
- Strong writing skills and abilities to complete Level of Care summaries.
- Ability and willingness to work as a team member and strongly collaborate with as well as have positive and functional relationships with co-workers.

Tools and Equipment Used:

Must have competency using a computer for word-processing, database and internet usage to include experience with Word, Excel, and Outlook. Must be able to operate typical office equipment including fax machine, scanner, copy machine, telephone, and projector.

Physical Demands:

The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to handle, feel, or operate objects or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust and focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work environment is an office setting as well as travel to other organizations, schools, hospitals, community gathering places, etc. Travel within Madras, Warm Springs, Central Oregon, and outside of Central Oregon required, must have reliable transportation.

The position requires the employee to dress in a professional manner that meets the standards for professional employees in Central Oregon.

The position requires the employee to conduct themselves in a professional and ethical manner.

To Apply:

Please complete the application using the link below, and submit along with a cover letter, resume with personal email address for correspondence, any applicable licenses, certifications or degrees with transcripts, and contact information for three supervisory/professional references.

[Application for Employment – BestCare \(bestcaretreatment.org\)](http://bestcaretreatment.org)