



Job details

Salary

\$52,000 - \$58,000 a year

Benefits

Pulled from the full job description

- Campagna Academy offers competitive pay, supportive work environment, flexible work schedule, training in evidenced-based practices and opportunities for growth.
- A full benefits package: paid time off; medical, dental, vision, and life insurance; employer-sponsored 401(k); and mileage and cell phone reimbursement.
- Quarterly incentives
- 401(k)
- Dental insurance
- Health insurance
- Paid time off
- Vision insurance

Full Job Description

Campagna Academy is a Residential Treatment Facility for children ages 10-21. Campagna Academy has been serving the community for over 71 years. Our programs include clients with intellectual and developmental disabilities, PRTF, Secure Residential, and Day and Evening Reporting. Campagna Academy is seeking a full-time intake and referral coordinator to serve as the gatekeeper of referrals to all of Campagna's residential programs. An Intake Coordinator with Campagna Academy is the main point of contact for all who seek residential mental and behavioral health treatment options for youth and children. He/She coordinates with Campagna's Placement Team to ensure quick access to referred services upon completion of the initial assessment as well as providing crisis intervention/emergency services as needed. As the coordinator you are responsible for providing excellent customer service to all stakeholders who contact us searching for treatment options for children and youth. We require a timely response to all referrals, consistent communication with referral sources and ensuring a seamless process for those seeking care for their children. Ensures quality relations and maintains a professional, high quality image to referral source. Works with insurance companies, as necessary, for prior authorization of private clients.

Qualifications

Who We Need:

- Master's degree in Social Work or social service related field from a graduate school accredited by the Council on Social Work Education
- Possesses an Indiana License as a Clinical Social Worker or related preferred
- Meets pre-hire competency and reference requirements.
- Valid driver's license.
- Experience with prior authorizations preferred



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