

**Community Health Worker (CHW)**

<b>Title</b>	Project Access CARES Community Health Worker	<b>Work Location</b>	1102 S. Hillside Wichita, KS and off-site locations
<b>Reports to</b>	Director of Operations	<b>Expected Hours of Work</b>	8:30 to 5 pm, however, flexible scheduling is allowed. Some evening and or weekend hours are possible.

**Job Summary:**

The is a full-time position in Project Access, an affiliate of the Medical Society of Sedgwick County. The CARES (Compassionate, Advancement of Resiliency, Equity and Support) Community Health Worker will identify and evaluate activities for clients served. These clients will be identified through specific diagnoses and initial assessment outlining social determinants of health (SDoH). The CHW will build individual client health knowledge, facilitate access to services, ensure medical treatment is received in an equitable manner, facilitate referrals to other needed social services. The CHW will engage with each referred client and create a trusting, supportive relationship and must be viewed as a trusted resource to the communities served (including clients, key stakeholders, and community resources).

**Primary Job Functions:**

1. Identify clients needing CHW support
  - a. Work with Project Access staff to identify clients who have qualifying diagnoses, and through SDoH assessments
  - b. Interview clients and create an individualized plan of care
  - c. Establish relationships with clients through one-on-one visits either in office, home or other agreed upon location, or via telephonic or virtual communication
2. Provide community referral information and health education to clients
  - a. Provide referral information to clients based on SDoH assessment and plan of care
  - b. Provide educational information relative to prescribed medication and the importance of adherence to medication
  - c. Ensure client is receiving regular medical support for chronic health condition
  - d. Ensure that any related laboratory testing relative to associated chronic health condition is done on a regular basis (blood pressure, cholesterol, or A1C, and more)
  - e. Become certified in Healthy Heart program and conduct program
  - f. Refer and assist in providing referrals/interventions to programs designed to aid client with chronic health conditions including Diabetes Prevention Programming (DPP), Diabetes Self-Management, Education and Support (DSMES), and others.
3. Communicate, document, and collaborate with community partners and internal staff
  - a. Maintain regular communication with Project Access staff, medical providers, and other community resources
  - b. Document activities and complete outcome reports for United Way and other funding entities
  - c. Assist with needs assessments, surveys, and data collection
  - d. Provide outreach and education to referring entities about CHW role and services provided.

**Secondary Job Function:**

1. This position may have to work outside regular office hours, including evenings and weekends as needed. It could require working some over-time on occasion.
2. Must have legal driver's license and privately owned vehicle.

**Desired Behavioral Indicators:**

1. Ability to establish an effective, professional, and positive relationship with clients, staff, and other stakeholders and have a sincere commitment to those served and the mission of Project Access.
2. Clarifies responsibilities and expectations.
3. Demonstrates cultural competence with a strong commitment to diversity that contributes to a positive and respectful work environment.
4. Demonstrates an understanding of cultural competence with a strong commitment to diversity that contributes to positive and respectful work including with staff, clients, providers, and others.
5. Understands issues of health equity and the importance of this relative to the patient's care.
6. Completes tasks on time, fulfills all commitments made to clients, staff, and others.
7. Is willing and able to be self-directed and seek additional training when needed.

**Qualifications:**

1. High School diploma, GED, or equivalent. Preferred Associates degree or higher from an accredited college or university.
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