

## Eligibility Interviewer

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Company: State of Montana

Location: Warm Springs

Category: office-and-administrative-support

Eligibility Interviewer-(24140644)

**The Montana Department of Public Health and Human Services (DPHHS) has a career opportunity as an Eligibility Specialist at Montana State Hospital.**

**The Eligibility Specialist** works closely with the multidisciplinary Treatment Team, state, and federal agencies to help patients access benefit programs to which they may be entitled due to psychiatric or physical disabilities. These include Medicare, Medicaid, Social Security, Mental Health Services Plan, and Public Assistance.

### **Why Join DPHHS**

Our mission at DPHHS is to serve Montanans in their communities to improve and protect the health, safety, and well-being, and to empower independence. By joining our department, you will have the opportunity to perform meaningful work in public service to our state and its residents.

The State of Montana's comprehensive benefits package includes healthcare coverage, retirement plans, paid vacation, sick leave, and holidays, work/life balance, and eligibility to participate in the Public Service Loan Forgiveness (PSLF) program. In addition, DPHHS is the largest state agency with a wide range of advancement opportunities whether you are joining the workforce or have several years of experience.

### **Qualifications for this Career Opportunity:**

- Extensive knowledge and expertise related to benefit eligibility at the State and Federal level.
- Knowledge of principles of social work, human behavior, contemporary social, and economic

conditions, needs, and problems relating to the patient family background, and principles of federal and state legislation pertaining to social welfare community resources.

·Communicate effectively, verbally and in writing.

·Ability to communicate and work with diverse organizations and patient populations.

Meet the following minimum qualifications:

oBachelor Degree in social work, education, or related human service field.

§Relevant recent (within 3 years) experience may substitute for education on a year-for-year basis.

oOne year experience in mental health care related work.

oOne year experience working with Social Security Administration or Medicaid programs.

oOther combinations of education and experience may be considered on a case-by-case basis.

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