

KREIDER SERVICES, INC.
Job Description

Job Title: Qualified Intellectual Disabilities Professional I
Department: Clinical Services
Reports to: QIDP Manager
FLSA Status: Non-Exempt

Prepared by: Manager of Clinical Services
Prepared Date: 10/01/02
Approved by: Julie Scholl
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OUR MISSION

Provide meaningful supports to people with intellectual and developmental disabilities in Northern Illinois.

OUR VISION

People reaching their fullest potential by having meaningful opportunities to live, work and participate in their community.

OUR VALUES

- * Mission Driven
- * Teamwork
- * Accountability
- * Creativity
- * Ethical
- * Customer Service
- * Respectful Interactions
- * Commitment to Excellence
- * Stewardship
- * Innovations
- * Promote Safe Environments
- * Celebrating Success

PHILOSOPHIES THAT GOVERN THIS JOB

- ❖ We are client focused
- ❖ We pursue the capabilities of each individual
- ❖ We teach appropriate choice and independence
- ❖ We provide an atmosphere free of discrimination, abuse and neglect
- ❖ We treat individuals with dignity and respect.
- ❖ We promote an atmosphere of learning

GENERAL JOB DUTIES

Provide and monitor services to ensure that individual desired outcomes are being met and services are in compliance with State and federal Public Health/Aid guidelines.

ESSENTIAL JOB DUTIES

- Develop and monitor Person Centered Service plans for individuals assigned.
- Monitor individual's status in relationship to their service plans on a monthly basis and document.
- Provide staff training in relationship to client's Person Centered Service Plan.
- Facilitate and complete weekly/monthly house meetings.
- Initiated and coordinate the interdisciplinary process.
- Submit program evaluation and quality assurance data as required.
- Assure annual review of the client's facility contract and rights with individuals on assigned caseload.
- Provide emergency intervention/assistance for medical/behavioral client concerns.
- Provide individual or group counseling.
- Promotes and supports healthy lifestyles through diet, exercise and healthy choices.
- Develop and implement behavioral programming techniques.
- Adhere to all agency policies and procedures.

ADDITIONAL JOB DUTIES

- Attend required in-service training sessions to maintain and/or upgrade skills.
- Attend home team meetings and weekly department meetings working as a team member with other agency staff.
- Teach specialized programs/classes and record client response and progress.
- Travel routinely within the state.

QUALIFICATIONS

- Bachelor's degree in a human service or related field, meet state licensing requirements.
- One year experience working with people who are developmentally disabled.
- Effective communication skills: Listening, verbal and written.
- Valid Driver's License, driving record acceptable to Agency insurer.

PHYSICAL DEMANDS

- Must be able to exert up to 20 pounds of force to move objects.
- Must be able to climb, balance, stoop, kneel, crouch, reach, stand, walk, push, pull, lift, finger, grasp, talk, hear and complete repetitive motions.
- This work is subject to inside and outside environmental conditions.
- Work is subject to noise that may cause them to have to shout.
- Worker may be exposed to body waste products.
- This work may require worker to do first aid duties which may cause exposure to body fluids.
- This position may frequently require over 40 hours per week, frequently on weekends and evenings.

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.