

Tappe & Sanchez Support Services **FCS Description**

Family & Community Support Services (FCS)

Focus:

FCS is a community based service to allow children to be successful in different aspects in their life. Independent contractors will work closely with the member, the member's family, Case Managers, and the MCO, if applicable.

Primary duties:

- Independent contractor will work with children in the community to develop skills related to communication, social skills, anger management, handle real-life situations, and other needs identified by the treatment team in unison with the treatment plan provided by the Case Managers.
- Ensure the safety and well-being of the person.
- Maintain the usual routine of the person.
- Honor all aspects of the person's human rights and adhere to all policies of confidentiality.
- Provide timely, complete, legible, and accurate documentation of FCSS and comply with all reporting requirements.
- Represent Tappe & Sanchez Support Services in a positive and professional manner to persons, families and the public.
- Notify Human Resources of any changes in address, phone number, and emergency information.
- Provide own transportation and maintain a valid driver's license and auto insurance.

Knowledge, Skills, and Requirements:

- Prior experience assisting persons with disabilities is preferred but not required. Experience involving childcare or adult physical care skills is preferred.
- Must possess a high school diploma or its equivalent.
- Must be at least eighteen years of age to provide FCS services.
- Tappe & Sanchez Support Services will offer the required trainings based on the care and needs of the person.
- All independent contractors must complete and receive clearance from the Bureau of Criminal Investigations.
- Must have and maintain a valid driver's license and reliable transportation.