



## **Case Manager | Restorative Health Care**

### **Position Summary**

The Case Manager at **Restorative Health Care** coordinates client care and supports health care aides to ensure consistent, compassionate, and high-quality service. This role serves as a primary point of communication between clients, families, and staff, requiring strong organization, problem-solving, and health care knowledge.

### **Key Responsibilities**

- Manage staff and client scheduling to ensure appropriate care coverage
- Share responsibility for the on-call business phone
- Attend client intake meetings and plan for ongoing and future care needs
- Respond to client and prospective client inquiries
- Support and manage staff needs
- Assist clients and families with insurance-related questions
- Maintain accurate documentation and communicate care changes
- Reliable transportation

### **Qualifications & Requirements**

- Experience in the health care industry (home care preferred)
- Strong organizational, communication, and problem-solving skills
- Knowledge of medications and medical needs
- Valid driver's license
- Must have reliable vehicle
- Ability to manage multiple priorities in a fast-paced environment
- Availability to work occasional evenings and weekends

### **Why Restorative Health Care**

- Meaningful, client-focused work
- Supportive and collaborative team environment
- Competitive compensation based on experience

### **How to Apply**

Please email your resume and a brief cover letter to [admin@restorativehealthcare.ca](mailto:admin@restorativehealthcare.ca).