

Paul John Ong

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To apply my knowledge and skills to the position you are seeking for your company.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Clinical Case Manager

Nevada Community Enrichment Program - Las Vegas, NV

November 2016 to June 2018

- Complete intake and assessment for client's who will be receiving neurological rehabilitation treatment for Speech therapy, Occupational Therapy, Physical therapy, and medical needs.
- Obtain ongoing authorization for client's rehabilitation.
- Review progress reports and create clinical summaries of all treatment modalities.
- Manage client conferences to review initial evaluation, progress, and discharge recommendations.
- Manage treatment planning and scheduling. Assist in transitioning clients from residential treatment to their homes or alternative placements.
- Connect clients with community resources based on requests or needs.
- Communicate with insurance companies for ongoing clinical review and authorization.
- Assist in supervising administrative staff and the clinical team for daily functions.
- Custodian of records, by maintaining all records to follow CARF regulations/standards and HIPAA.
- Communicate with client and their families to ensure client's treatment or needs are met.

Case Manager QMHP-CS

Tropical Texas Behavioral Health - Brownsville, TX

February 2016 to September 2016

- Administer/conduct routine case management, and skills training with clients.
- Educate clients in START, ART, PAYA, and other approved curriculums to work with clients.
- Maintain training compliance yearly.
- Attend monthly accountability meetings and provide community outreach for clients.

Program Supervisor

Tropical Texas Behavioral Health - Brownsville, TX

February 2015 to February 2016

- Manage more than 10 employees, conduct evaluations, and schedule staff coverage.
- Conduct chart audits of client files to ensure compliance, employee trainings to ensure departmental needs are met, and ensure effective communication with staff to create smooth work flow.
- Attend meeting and trainings related to department needs to maintain compliance.
- Participate in on call rotation to assist staff.

Case Manager QMHP-CS

Tropical Texas Behavioral Health - Brownsville, TX
January 2014 to February 2015

- Administer/conduct psychosocial rehab sessions, routine case management, and skills training with clients.
- Maintain client file every 3 months to obtain authorization
- Attend trainings to maintain QMHP-CS, yearly.
- Conduct Crisis Screenings during work and on call hours.

January 2014 - September 2016

Case Manager Specialist

CareHawaii - Honolulu, HI
March 2012 to September 2013

- Assist Clients in understanding and completing required intake documents to provide Case Management services or discharge process when necessary.
- Link Clients to community services or financial support, to improve client's quality of life and independence.
- Monitor Client's progress and report to Team Leader and Treatment team about progress or lack thereof.
- Update documents as necessary to maintain authorization and services.
- Collect data, and maintain Progress Notes that supports the Client's goal.

Paraprofessional/Behavioral Psychology Assistant

TRUMPET BEHAVIORAL HEALTH - Honolulu, HI
December 2003 to February 2012

- Help implement IEP goals and behavioral plans.
- Support the teacher when necessary with classroom duties.
- Maintain 40 hours of work related trainings yearly.
- Teach Community Based Instructions per IEP goal.
- Collect data and help implement modifications needed per client.
- Provide one on one support and ensure safety of clients and everyone.
- Work in teams and maintain effective interpersonal skills.

Healthcare Training & Career Consultant

Honolulu, HI
January 2000 to December 2003

- Train and manage instructors on how to apply and maximize curriculum.
- Supervise 3 schools and maintain inventory. Maintained classrooms before and after teaching. Promote a professional setting for students and employees.
- Teach curriculum, grade exams, and report student's progress to the CEO.
- Teach students medical terminology and skills to pass the CNA Certification.

Education

Bachelor of Psychology in Summa

Argosy University - Honolulu, HI
August 2011 to December 2012

AA in Computer Electronics

Heald College - Honolulu, HI

August 1997 to 1999

Skills

Case Management, Utilization Review

Additional Information

- TBI/ABI/Neuro Rehab ICD10 billing codes
- Utilization management
- Prior Authorization request/review
- Youth/Adult MH
- PMAB trained
- PECS trained
- Behavioral Skills Training
- Schizophrenia, Bipolar, PD, DD
- Psychosocial Rehabilitation
- CPR/FIRST AID Certified
- Management
- Experienced in Microsoft Office, 49wpm
- Teacher/Trainer