

**Position Summary:** The Director of Supportive Services leads the planning, delivery, and oversight of comprehensive supportive services that promote independence, recovery, community integration, and stable housing for adults with intellectual/developmental disabilities (IDD) and/or serious mental illness (SMI). This role ensures full compliance with Kentucky Medicaid regulations, including the 1915(i) Recovery, Independence, Support & Engagement (RISE) Initiative (907 KAR 16:010, 907 KAR 16:015, and 907 KAR 16:020), the Supports for Community Living (SCL) Waiver requirements under 907 KAR 12:010 and 907 KAR 12:020 (specifically Technology Assisted Supports), and the Kentucky Homeless Management Information System (KYHMIS) administered by the Kentucky Housing Corporation (KHC). The Director supervises multidisciplinary teams, manages Medicaid reimbursement and HMIS data systems, drives person-centered outcomes, and fosters partnerships to support participants' goals in living, learning, working, and thriving in Western Kentucky communities.

### Key Responsibilities

- Provide strategic leadership for all supportive services, integrating person-centered planning and the core principles of the 1915(i) RISE Initiative (recovery, independence, support, engagement), SCL waiver services, and housing stability programs.
- Ensure organizational compliance and certification with:
  - 1915(i) RISE Initiative regulations (907 KAR Chapter 16), including provider enrollment, staff qualifications, documentation, and service delivery for supported employment, housing/tenancy supports, in-home independent living supports, and transportation.
  - SCL waiver (907 KAR 12:010 service policies and 907 KAR 12:020 reimbursement), with specific oversight of Technology Assisted Residential Supports — including real-time remote monitoring systems (communication links, sensors, two-way audio/video excluding private areas, PERS), 24/7 staff response protocols, daily participant contact, ADA-compliant residences (≤3 participants), SIS-based assessments, emergency backup plans, HIPAA-compliant technology, and MWMA documentation (daily notes and monthly summaries).
  - Kentucky Housing Corporation's KYHMIS program, including accurate data entry, privacy/HUD compliance, Coordinated Entry participation, outcome reporting, and elimination of service duplication for housing and tenancy supports.
- Supervise support coordinators, housing specialists, direct support professionals, and remote monitoring staff in delivering integrated services across RISE, SCL (including Technology Assisted Residential Supports), and HMIS-funded housing programs.
- Work with participant's team to implement, monitor, and revise individualized person-centered service plans (PCSPs) that incorporate RISE recovery goals, SCL

residential support levels (with technology-assisted options for reduced onsite staffing while maintaining safety), and HMIS-tracked housing stability outcomes.

- **Oversee Medicaid billing, prior authorizations, reimbursement, and fiscal compliance for RISE and SCL residential services; manage KYHMIS data systems for housing program reporting and performance metrics.**
- **Coordinate with DBHDID, Department for Medicaid Services, KHC, behavioral health providers, housing authorities, and employment networks to expand access to integrated, community-based supports.**
- **Conduct quality assurance reviews, program evaluations, incident reporting, and outcome measurement to meet regulatory standards (including MWMA documentation, human rights committees, and KYHMIS data quality); prepare reports for leadership, funders, and oversight bodies.**
- **Lead staff training and development on RISE regulations, SCL waiver requirements (including Technology Assisted Residential Supports proficiency, device monitoring, and 24/7 response), KYHMIS data entry/privacy protocols, trauma-informed care, person-centered practices, and mandated topics (CPR, first aid, de-escalation, abuse prevention).**
- **Manage program budgets, resource allocation (including technology for residential supports), and grant/contract compliance across all funding streams.**
- **Represent Elevate in community collaborations, advocacy, stakeholder meetings, and CoC activities to advance disability-inclusive housing, employment, and supportive services in Western Kentucky.**

## **Qualifications**

- **Education: Master's degree preferred (social work, psychology, rehabilitation counseling, public administration, or related human services field); Bachelor's degree required with substantial relevant experience.**
- **Experience: 5–7+ years in progressive leadership in supportive services, case management, housing/residential programs, or behavioral health/developmental disability services. Direct experience with Medicaid HCBS waivers (SCL and 1915(i) RISE) and housing data systems strongly preferred.**
- **Knowledge: Thorough understanding of or ability to learn:**
  - **Kentucky 1915(i) RISE Initiative (907 KAR 16:010 et seq.).**
  - **SCL waiver regulations (907 KAR 12:010 service coverage and 907 KAR 12:020 reimbursement), with specific expertise in Technology Assisted Residential Supports (remote monitoring systems, staffing/response protocols, person-centered justification via SIS and health risk screening).**
  - **Kentucky Housing Corporation KYHMIS policies, HUD HMIS standards, data privacy, Coordinated Entry, and reporting requirements.**
- **Licensure/Certification: Relevant professional licensure (LCSW, LPCC, or equivalent) preferred; must meet or exceed staff/provider qualification standards in 907 KAR 12:010 (SCL), 907 KAR 16:015 (RISE), and KHC training mandates.**
- **Skills:**
  - **Strong leadership, supervision, and team development.**
  - **Excellent organizational, communication, data management, and problem-solving abilities.**

- Proficiency with MWMA, KYHMIS, billing systems, and quality improvement processes.
- Ability to ensure regulatory compliance, Medicaid reimbursement, and technology-assisted service delivery.
- Commitment to trauma-informed, recovery-oriented, person-centered, and inclusive practices.
- **Other Requirements:** Valid Kentucky driver's license; ability to pass background checks, drug screens, and TB assessments; willingness to work flexible hours and respond to after-hours housing/residential monitoring needs.

**Compensation and Benefits** Competitive salary based on experience, plus comprehensive benefits including health insurance, retirement contributions, paid time off, and professional development opportunities.

To apply, submit a resume, cover letter, and professional references via [elevate@elevatewky.org](mailto:elevate@elevatewky.org). Elevate is an equal opportunity employer committed to diversity, equity, inclusion, and accessibility.

This leadership role is essential to Elevate's mission of creating pathways to independence for adults with disabilities by leveraging Kentucky's RISE Initiative, SCL waiver Technology Assisted Residential Supports, and KYHMIS housing programs to deliver high-quality, compliant, and person-centered services.