

Eating Disorders Case Manager (9313C)
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=262499>

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Posted Sep. 15, 2025, set to expire Jun. 30, 2026

Job Title Eating Disorders Case Manager (9313C)
Department University Health Services
Institution University of California, Berkeley
Berkeley, California

Date Posted Sep. 15, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Social Work
Social and Behavioral Medicine

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Job Description

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Eating Disorders Case Manager (9313C) University Health Services 77650

About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in

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1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with up to 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

As a national collegiate leader, UC Berkeley's University Health Services (UHS) provides comprehensive medical, mental health, insurance and health promotion services to all Berkeley students, and a variety of health programs for faculty and staff. Approximately 65,000 visits occur annually including Primary Care, Urgent Care, Occupational Health and Specialty Clinics. Services are designed to minimize the impact of illness, emotional distress and injury on studies and work. Coupled with health promotion and public health programs, UHS reaches all segments of the Berkeley campus community. Learn more about us by visiting uhs.berkeley.edu.

Application Review Date

The First Review Date for this job is: 5/1/25. This job will remain open until filled.

Responsibilities

PATIENT CARE

- Assists and supports Eating Disorders team by providing case management of patients, especially those requiring coordination of care between multiple UHS services (e.g. Social Services, Nutrition, and Primary Care) and/or external providers
- Provides case management for Eating Disorders patients in collaboration with Primary Care, Urgent Care, Social Services counselors, and Registered Dietitians.
- Case management may include: regular phone or in-person patient visits, responding to patient-initiated contacts by phone or secure message, identification of patient-centered solutions to

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overcoming barriers to care, facilitation of internal and/or external referrals, health system navigation, completing requested or required documentation, advocacy and communication with campus or community partners, coordination of multidisciplinary case conferences, tracking patients lost and follow-up.

- Works with patients to develop a patient-centered care plan, which may include employing various psychosocial and psychological techniques (e.g., behavioral activation, problem solving, goal setting, motivational interviewing and harm reduction techniques).
- Documents patient progress, treatment recommendations, interventions and patient response in the EHR and other required systems so as to facilitate the sharing of information with other involved providers and coordination of care
- Tracks patients who have not followed-up with treatment recommendations and works with ED Treatment Team providers and patients to determine the need for follow-up and barriers to treatment adherence.
- Participates in weekly Eating Disorders Team Meetings
- Assists patients and ED Treatment team in supporting medication management as prescribed by Primary Care and medical providers
- Participates in regularly scheduled caseload consultation with Eating Disorders Team members. If the patient is not participating in treatment, the Eating Disorders Care Manager works with the patient and other clinical staff to identify and address the barriers to treatment adherence.
- For patients without current mental health support, provides support for patients awaiting initial Eating Disorders counseling appointments and communicates acute issues to Eating Disorders providers.
- Works with any involved counselor to follow up with at-risk patients who miss initial Eating Disorders intake appointments.

COLLABORATION

- Works directly with all clinic providers, support staff, other professionals and supervisors to ensure that the patient is receiving all applicable integrated health services aimed at improving the patient's physical and mental health.
- Supports colleagues by offering and accepting assistance, sharing information, and utilizing resources effectively.
- Participates in regularly scheduled and clinically indicated ad hoc consultation meetings with colleagues to discuss relevant aspects of patient care and help to ensure positive patient outcomes.
- Works with providers referring patients to the Eating Disorders service to ensure appropriate and streamlined access to care.

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- Participates in a care management team

COMMUNICATION

- Demonstrates an active investment in organizational and unit goals to improve patient service.
- Promotes the development of collaborative relationships with peers and other health professionals by articulating practice issues and communicating through appropriate organizational channels.
- Assumes responsibility for obtaining and sharing relevant information to enhance teamwork and the delivery of quality patient care including collaboration in the preparation of patient education materials.
- Participates in staff meetings.
- Demonstrates concern, courtesy and empathy for the patient.
- Assesses learning needs and utilizes principles of teaching and learning in the education of patients and colleagues.
- Handles conflict situations appropriately and works towards resolution.
- Implements University and UHS policies and procedures to assure a consistently high level of patient care, safety and customer service.
- Uses shared decision-making techniques to work proactively with the patient around the care plan and communicates plans to the care team.
- Assists with monitoring and tracking patients as they navigate services within University Health Services and referrals to off-campus treatment.
- Routinely conveys information from contacts with the patient to the appropriate care providers through the Electronic Health Records system.

CARE MANAGEMENT DEVELOPMENT

- Identifies improvements to systems, practices, and procedures and advocates recommendations to leadership.
- Works with the Eating Disorders team and leadership to develop protocols aimed at improving care delivery for at-risk patients and support Eating Disorders providers using such protocols.
- Develops, maintains, and shares internal UHS, campus, and community resources as appropriate with patients and staff to promote efficient quality care, including working with community providers and referral sources to streamline off-campus referrals and care for patients.
- Assists in developing a care management team for student mental health, including participation in Student Mental Health care manager team meetings and working to enhance and facilitate

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care coordination services across UHS.

ORGANIZATIONAL RESPONSIBILITIES

- Adheres to principles of quality, customer oriented standards
- Demonstrates professionalism, courtesy, and sensitivity in all interactions with patients and staff
- When assigned, actively participates on UHS committees and/or the development of new programs/ideas
- Documents and refers administrative inquiries, patient complaints/concerns to appropriate supervisors
- Is knowledgeable of patient rights and responsibilities, rules of confidentiality and patient privacy
- Readily accepts additional responsibility including assisting with the evaluation of unit operation/efficiency
- Maintains patient records appropriately including confidentiality and completeness of notes. This includes written and electronic records
- Is knowledgeable of UHS and campus departments, services, locations
- Is knowledgeable of operational, administrative, business, and personnel policies
- Works collaboratively with University Health Services staff
- Demonstrates flexibility and adaptability as health care practices and related technology change
- Other duties as assigned

Required Qualifications

Education

- Masters in Social Work
- Masters in Counseling

Licenses & Certifications

- Current California state license (LCSW or MFT) or ability to obtain a California license by position start date

Knowledge, Skills & Abilities

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- Masters in Social Work, Marriage and Family Therapy, or Counseling and current California state license (LCSW or MFT) or ability to obtain a California license by position start date
- Experience in the assessment of and ability to work with high risk populations, including severe and complex mental health and Eating Disorders concerns
- Advanced intervention skills, including case management and evidence-based psychosocial and psychotherapeutic approaches
- Working knowledge of college developmental and mental health issues including dual diagnoses
- Experience working with and commitment to addressing the needs of multicultural and marginalized populations
- Effective verbal and presentation skills, computer literacy
- Working knowledge of applicable laws and standards of professional conduct
- Expertise working in a collaborative manner with diverse patient groups, medical and mental health staff, and campus and community partners
- Effective skills in communication, coordination and consultation

Preferred Qualifications

- At least 3 years post-licensure
- Experience working with multicultural and marginalized college student populations in university counseling
- Working knowledge of electronic health records
- Interest in continuing development of this new role

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Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

- The budgeted salary range that the University reasonably expects to pay for this position is Step 1 \$89,616.56 - Step 11 \$109,263.07.
- This is a 80%, full-time (32 hours per week), career position that is eligible for full UC benefits.
- This position is exempt and paid monthly.

How to Apply

To apply, please submit your resume and cover letter.

Other Information

- This is not a visa opportunity.
- This position is governed by the terms and conditions in the agreement for the Health Care Professionals Unit (HX) between the University of California and the University Professional and Technical Employees (UPTe). The current bargaining agreement manual can be found at: <http://ucnet.universityofcalifornia.edu/labor/bargaining-units/hx/index.html>.
- Your employment is dependent on obtaining and maintaining a credentialing clearance (if applicable), background clearance and medical clearance according to University Health Service policies.

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Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

Misconduct Disclosure

As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified

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applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative Action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

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