



# Lana Hunt, BSW

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## Education

- BACHELOR OF SOCIAL WORK | 1991 | BALL STATE UNIVERSITY

## Skills & Abilities

- Experienced case management professional
- Detail-oriented with ability to handle multiple projects
- Ability to plan and manage projects
- Skilled in developing training curricula and creating presentations on MS Office applications
- Skilled in developing professional development opportunities via virtual meetings and webinars
- Skilled in creating cohesive and long-term relationships among IPMG stakeholders
- Strong interpersonal and communication skills

## Experience

### DIRECTOR OF COMMUNICATIONS AND PROFESSIONAL DEVELOPMENT | INDIANA PROFESSIONAL MANAGEMENT GROUP (IPMG) | SEPTEMBER 2012- PRESENT

- Provide leadership to IPMG in the areas of professional development and outreach to internal and external stakeholders
- Direct the development of processes and curricula for new and experienced employees that provides them with the information, resources, and experience needed to ensure the provision of quality case management services
- Create and implement Professional Development Workshops, in accessible formats, for IPMG staff, clients, families, and the community that enhances knowledge and understanding of case management and Medicaid Waiver services
- Direct and supervise the development of outreach and marketing tools that assists in supporting IPMG's mission and vision
- Direct and supervise the development of outreach and marketing that allows IPMG to create partnerships with community resources that will be of support to individuals, families, and caregivers
- Participant of the IPMG Senior Leadership team and assist with meeting CARF accreditation standards

My company... Your company... Our company! 100% Employee-Owned!

## **CASE MANAGEMENT SUPERVISOR | INDIANA PROFESSIONAL MANAGEMENT GROUP(IPMG) | JANUARY 2007-SEPTEMBER 2012**

- Oversee, monitor, process and supervise the quality and timeliness of work performed by IPMG case managers to ensure that Indiana Division of Disability and Rehabilitative Services and IPMG quality criteria are met
- Track, document, and provide feedback in performance reviews with case managers, implement performance development plans when necessary
- Collaborate with other departments on training needs and case manager expectations

## **MEDICAID WAIVER CASE MANAGER| INDIANA CASE MANAGEMENT SERVICES(ICMS) AND INDIANA PROFESSIONAL MANAGEMENT GROUP(IPMG) | JANUARY 2002-SEPTEMBER 2012**

- Supporting Individuals in developing Annual Planning Documents using the Person-Centered Planning Process.
- Completing a Monitoring Checklist with Individuals to ensure that services are being implemented appropriately.
- Cultivating and strengthening informal and natural supports and identifying resources to best meet identified needs.
- Monitoring the services provided by other waiver providers to ensure that those services are being delivered in accordance with the Annual Planning Documents.
- Completing and processing an annual Level of Care determination to determine continuing eligibility for the waiver program.
- Completing and maintaining all required documentation.

## **PROFESSIONAL MEMBERSHIPS**

- National Association of Case Management (NACM)
  - Board of Director Member
  - Communications Committee Chairperson
  - Conference Committee member
  - Special Training Committee member
- Indiana Association of Rehabilitation Facilities, Inc. (INARF)
  - Training and Professional Development Committee member
- Indiana Chapter of the Association of Supported Employment (InAPSE)
- The Arc of Indiana
- American Association on Intellectual and Developmental Disabilities (AAIDD)