



OBJECTIVE: To continue to do work in social services, help individuals with special needs to have a voice, and work toward developing and improving the service and support systems that are available for individuals with special needs and their families.

WORK EXPERIENCE:

Department of Health, Family Health Services Division, Children with Special Health Needs Branch, Children and Youth with Special Health Needs Section; 741 Sunset Avenue, Honolulu, Hawaii 96816

Human Services Professional IV

October 2022 - Present

Duties:

- Participate in planning efforts for CSHNB and CYSHNS programs and other early childhood State and community programs and services.
- Develop, evaluate, and implement activities for the Hi'ilei Developmental Screening Program.
- Coordinate, develop, and implement activities for the Supplemental Security Income (SSI) Outreach Program.
- Provide service coordination for children with special health needs and their families and assist with connecting them to appropriate community resources.

Department of Health, Developmental Disabilities Division, Community Resources Branch, Community Resource Management Section; 3627 Kilauea Avenue, Room #411, Honolulu, Hawaii 96816

Human Services Professional V, Temporary Assignment August 2019 - October 2022 **Human Services Professional IV**

November 2018 - October 2022

Duties:

- Coordinate, develop, and implement activities for the operation of a statewide system of services and supports for individuals with intellectual and developmental disabilities (I/DD).
- Review and assess provider agency documents for compliance with federal and state requirements and service standards.
- Manage a statewide collection and analysis of provider performance data for compliance reporting and to make recommendations for system quality improvement activities.

Participate in section, branch and division meetings, committees, and workgroups to
evaluate, improve, and expand the system of services and supports for individuals with
I/DD.

Department of Health, Developmental Disabilities Division, Case Management Branch, Case Management Unit 1; 3627 Kilauea Avenue, Room #104, Honolulu, Hawaii 96816

Human Services Professional IV Social Worker/Human Services Professional III Social Worker II August 2012 – October 2018 October 2003 – August 2012 November 2002 – October 2003

Duties:

- Provide case management services and support to individuals with developmental and/or intellectual disabilities to reach their vision for a good life.
- Work collaboratively with the individuals, their family members/caregivers, service
 providers, and other support members to facilitate the development of and provide ongoing monitoring of a person-centered and individualized service plan.
- Conduct face to face visits, telephone contacts, review of written reports and observations
 of service delivery to evaluate and assess individuals' progress and help ensure that services
 and supports meet the individuals' needs and are implemented in accordance to the
 individualized service plans.
- Advocate on behalf of the individuals and educate service providers and other support members.
- Participate in unit, branch and division meetings, committees, and design thinking sessions
 to evaluate and refine case management operations and contribute to the development
 and implementation of the division's initiatives.

EDUCATION:

University of Hawaii at Manoa, 2500 Campus Road, Honolulu, Hawaii 96822 BA in Psychology with a Minor in Sociology December 2000

SKILLS PROFILE:

- Developed analytical and problem-solving abilities.
- Practiced active listening and effective communication skills.
- Aptitude for using (and learning to use) technology; experience with using computer programs such as Microsoft Word, Excel, Office 365, Sharepoint, and Microsoft Teams.

REFERENCES:

Dale Matsumoto-Oi, AuD (professional)

Audiologist/Children and Youth with Special Health Needs Section Supervisor



Wendie Lino (professional/personal)

Community Resource Branch Chief, Developmental Disabilities Division



Jennifer La'a (professional/personal)

Former Community Resources Branch Chief, Developmental Disabilities Division