

January 31, 2013



### **MFLC Rotational Counselor Conversion to Employee Status**

Magellan and our subcontracting partners JCS and NSI have begun extending employment offers. We are gratified that so many of you are demonstrating your commitment to the MFLC program by becoming rotational employees. The process is progressing installation by installation. Your regional supervisor should be able to give you an estimated date on which job offers will be made to counselors at your location.

### **Complete Your Online Profile Now**

When you first considered joining Magellan, many of you completed a brief survey (via the "survey monkey" tool) attached to a link on the Magellan MFLC webpage. We now need all potential Magellan rotational employees to complete the online profile on Magellan's career site by going to [www.MagellanHealth.com](http://www.MagellanHealth.com) and signing in under Join Our Team. The online profile is a required step in becoming a Magellan rotational employee.

- When setting up a new profile or modifying a current profile, please apply to only one of the following job requisitions - that which corresponds with the type of work you do most:
  - 14520 - Adult MFLC
  - 14521 - CYB
  - 14523 - CYB School

Remember to:

- Attach a copy of your license to your profile (if you have it saved electronically)
- Complete the CYB Attestation, if applicable
- Provide at least seven years of work history, including an

**Magellan CEO Barry Smith Visits Magellan Midwest Service Center in St. Louis, Mo., Home of the MFLC Project Management Office**



Barry Smith, who assumed the CEO role at Magellan on Jan. 1, 2013, wasted no time before he and the outgoing CEO, René Lerer, M.D., made a field visit to the Magellan Midwest Service Center and met with key personnel from the MFLC team. "Barry had already been extensively briefed on the MFLC program and was eager to learn more about the program," reported Gene Meyer, Deputy Director of the Magellan MFLC program who met with Smith.

"The Magellan MFLC program, with its focus on helping our active military and their families cope with the stresses of this highest calling, perfectly complements Magellan programs such as Hero Health Hire, Defense Center of Excellence Resource and Referral Center, *InTransition* and the Illinois Warrior Assistance Program. It is these critical programs that make a real difference in people's lives and which I see throughout the Magellan family, that drew me to Magellan," says Smith.

explanation for any gaps

In the event that you have not yet completed your profile, your Magellan recruiter will walk you through the process. If you have questions or need assistance with completing your profile in advance, call our HR Service Center at 1-888-411-6343, option 2.

If you are at an installation that will be staffed by JCS or NSI, you will receive information from the respective organization regarding their online profile process.

### **Employment Offers**

Offers of employment will be made by a Magellan or staffing partner recruiter who will provide specific information to consider regarding an offer. We recommend that as you evaluate an offer of employment, you consider the total compensation, which includes salary, medical benefits or stipend, company 401K contribution, license and CEU support, payment of taxes and other important benefits. We hope you will continue your service to the program.

### **An Evolving Program**

As we have shared many times during the past several months, the new MFLC contract has brought with it a number of significant changes - localized staffing of counselors, a significant reduction in the use of "traveling counselors," a reduction in budget for travel expenses, and longer rotations of up to 180 days. In addition, Magellan's decision to deliver service through an employee model brings further change to the program. These changes are significant, and some counselors may feel a sense of loss for how the program previously functioned. As with any change, there is a period of opening oneself to the future and the possibilities that the changes create. We have a robust supervision structure and hope that you will use your supervision time to discuss your reaction to these changes and their impact on you, including how you can help continue the creative development of the program. We know these changes may not be easy, but we need to move in the direction that we have charted. We appreciate your flexibility and understanding.

### **Flexible 40-Hour Work Week**

Currently Magellan MFLC rotational counselors are expected to work a "flexible" 40-hour work week. What this flexibility means is that if, during one week, an MFLC is asked by their POC and receives approval from their regional supervisor to work more than 40 hours, they should flexibly accommodate that request. However, they need to adjust their schedule for the subsequent week so that over the two-week period they are working an average of no more than 40 hours. A week with a federal holiday is expected to be a 32-hour week, not a 40-hour week, and therefore if asked by the POC to work the federal holiday and approved by your regional supervisor, that two-week period needs to average 36 hours.

### **Timely Submission of Expense Reports**

If you have pre-approved MFLC-related expenses, it is critical to submit those expense reports as soon as possible. The Office of the Secretary of Defense informed us that they expect submission of expenses within five days of incurring the expense. The MFLC expense reports are available on [www.MagellanMFLC.org](http://www.MagellanMFLC.org) (under Counselor Tools/Paper Forms). Please file your expense reports quickly so that you can receive accurate reimbursement.

Thank you.

Dan McCarthy

MFLC Program Director

Gene Meyer  
MFLC Deputy Program Director

Russ Dean  
MFLC Field Operations Director

[WWW.MAGELLANMFLC.ORG](http://WWW.MAGELLANMFLC.ORG)

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