

Arvella W. Thompson

---

<b>Career Focus</b>	<b>Qualified Developmental Disabilities Professional, Team Leader, Counselor, Safety Committee Chair, CPR &amp; First Aide Instructor</b>	
---------------------	---	--

---

<b>Current Experience</b> <b>RHA Services High Point, NC</b> <b>(2005-present)</b>	<ul style="list-style-type: none"><li>• Supervises four group homes with clients with intellectual disabilities and mental illnesses</li><li>• Conduct monthly meetings to assure healthy client behavior</li><li>• Provides coordination and supervision of services for individuals and family</li><li>• Assure client access to educational and vocational opportunities</li><li>• Provide mental and clinical support for residents</li><li>• Monitors and supervises Medicaid services for clients</li><li>• Provide extensive clinical documentation and organizational maintenance of records</li><li>• Monitors the delivery of services, including day program and group home oversight where services are rendered</li></ul>	
--	--	--

---

<b>Education</b>	<b>The University of North Carolina at Chapel Hill , Chapel Hill, NC</b> <b>B.A., African American History</b>  National Honor Society Junior and Senior Marshall, Student Council Representative	<i>1980 - 1984</i>
------------------	--	--------------------

---

<b>Professional Experience</b>	<b><i>Professional Qualified Developmental Disabilities Professional/Program Leader</i></b> <i>Family Affair Care Group Inc.</i> ; Greensboro, NC <ul style="list-style-type: none"><li>• CPR and First Aide Instructor</li><li>• Trained staff to properly execute updated Individual Educational Plans and Assessments</li><li>• Billed for Medicaid services, Residential Support and Supervised home living</li><li>• Maintained records of funding eligibility for clients and semi-annual audit records</li><li>• Monitored clients for medical changes</li><li>• Supervised staff members in 6 group homes housing over 21 residents</li><li>• Supervised CAP program and implemented changes and policies within the organization</li></ul> <b>Mental Health Technician IV, Youth Focus Psychiatric Hospital;</b> Greensboro, NC (1989 - 2005) <ul style="list-style-type: none"><li>• Assisted with classroom activities in a residential program on an inpatient hospital unit</li><li>• Teacher assistant for Day Program</li><li>• Input information for client records and maintained funding eligibility</li><li>• Maintained records for audits</li><li>• Monitored clients for medical changes</li><li>• Conducted meeting concerning social behavior interventions and problem solving for clients</li><li>• Assisted clients with activities of daily living and behavior modification</li></ul>	<i>1998 - 2005</i>
--------------------------------	--	--------------------

**Cottage Counselor**, *Central Children's Home*, Oxford N.C.

1986 - 1989

- Worked as Cottage Counselor living-in-home 5 days a week
- Assisted male children of ages 6 -16 in a group home setting
- Assisted with basic care of school age children including hygiene and personal care
- Supervised cooking and household upkeep of the cottage
- Supervised daily chores of clients
- Held groups on socialization, behavior interventions and problem solving
- Transported clients to social, community and educational events

---

**Additional Skills** Works Processor • Microsoft Word • Excel • Power Point • Public Speaking

---