

JOB DESCRIPTION

Children's Hope Alliance

Status: **Full-time (Non-exempt)**

Position: **Day Treatment Therapist**

Reports to: **Day Treatment Program Manager**

Date: **06/30/2017**

Our Parent Company Mission

Hope, Health and Healing for Generations.

Summary

This position supports the Day Treatment Program. The Therapist will provide clinical services to children in the School-Based Day Treatment Program. Preference will be given to clinicians who are rostered in Trauma-Focused CBT and other evidenced-based practices. This position will provide therapeutic services and clinical oversight to the Day Treatment Program.

Principal Duties and Responsibilities

Specific duties and responsibilities:

Clinical Duties

- Provide individual, family, and group therapy to clients using clinical models and modalities approved by the agency and the service definition for children and adults who are being referred to mental health and substance abuse services.
- Conduct Comprehensive Clinical Assessments, trauma-screenings, and comprehensive crisis plans. Conduct comprehensive clinical assessments and crisis assessment for assigned day treatment programs and contracted school or other agency programs.
- Participate in program and activity planning related to therapeutic activities and treatment. Collaborate with program director and school personnel to provide support and training while overseeing the clinical aspect of the day treatment program.
- Participate in treatment planning and implementation including conducting/participating in clinical service teams, linking and referring clients/families to services, and other programming as described in the service definition or by program director.
- Provide support and training to clients and staff related to behavioral strategies and interventions through the use of evidenced-based models. In the day treatment program provide support to clients and staff related to behavioral strategies and interventions through the use of the CARE, ARC, and Teaching Family Models.
- Participate in 24/7 on-call crisis response.

Core Competency: Analytical Skills

Therapist demonstrates an ability to review, interpret, and include client assessments in case conceptualization of treatment plan. Includes internal and external CCA's, PCPs, Medical Evaluations, and Psychological Testing.

- *How will competency be measured? At hire review of staff member's first client admission for evidence that inclusion of collateral information is included in client assessment, progress notes, and treatment plan. Annual review of 5 client records for evidence that inclusion of collateral information is included in client assessment, progress notes, and treatment plan.*

Administrative Duties

- Complete documentation required including progress notes, treatment plans, service authorization requests, and clinical intakes at co-location offices when applicable. Submit clinical assessments, clinical addendums, internal transfer documentation, clinical conference notes, and client discharge paperwork within designated time frames set by day treatment program manager.
- Process Day Treatment Program Intakes
- Serve as interim Day Treatment Program Manager when necessary.
- Utilize EHR to track client engagement
- Complete requested staff evaluations when applicable

Miscellaneous Duties

- Other duties as assigned by supervisors.

Supervision responsibilities:

Meet supervision requirements to maintain good standing with professional licensure board.

All employees have the following expectations:

- *Mission:* Contribute to and enhance company mission
- *Organization:* Prioritize and plan work responsibilities appropriately
- *Professional Development:* Attend and/or successfully complete all required trainings and meetings
- *Timeliness and Accuracy:* Perform quality work within given deadlines and expectations with or without direct supervision
- *Professionalism:* Comply with all applicable policies, practices, and procedures; report all out-of-compliance and unsafe activities to supervisor; interact professionally with other employees, volunteers, families, children, and the community
- *Teamwork:* Serve effectively as a team contributor on all assignments
- *Communication:* Utilize effective communication skills both verbally and in writing; provide effective feedback and is receptive to feedback
- *Leadership:* Work independently while understanding the necessity for communicating and coordinating work efforts with other appropriate individuals
- *Cultural Competence:* Is sensitive to the cultural, ethnic and religious views of the children and families served, and in community and public contact.

Education and Experience Requirements

- The position requires a Master Degree in a Human Service or related field plus one year of experience with a similar population. The position also requires a valid NC licensure LCSW, LMFT or LPC and LCAS.
- Requires knowledge and the ability to practically implement mental health regulations and clinical services.
- Requires effective communication, decision making, analytical, interpersonal, leadership and professionalism skills and abilities.
- Must have basic computer and math skills.
- Must have a valid North Carolina's Driver's License.
- Must submit to and pass pre-employment drug screening, criminal, HCPR and driving checks.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands and fingers, handle or feel objects, tools, or controls, talk, and hear. The employee is frequently required to reach with hands or arms, stand, walk, climb or balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 30 pounds. Specifics vision abilities required by this position include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

Physical functions which are considered essential to the satisfactory performance of the job include the following: public speaking, reading, typing, writing, using the telephone, driving, therapeutically restraining children and adolescents in crisis situations.

Effect on End Result

To provide effective clinical services to clients within the framework of a community based behavioral health center that is fiscally responsible.

Acknowledgement

I have read the above job description and understand the position requirements and job responsibilities. I have had the opportunity to ask questions and seek clarification regarding the expectations. I understand that nothing in this or any other document is a contract for employment and that all employees are employed at-will.

Employee Signature

Date

Supervisor Signature

Date