

## **Grant County Job Description**

### **POSITION SUMMARY**

Grant Integrated Services provides individual and/or group treatment services to individuals with emotional, behavioral and other mental disorders, to enhance independent choice, satisfaction and optimum participation in the community, family, and employment or education environments. This position may be required to work various hours/days of the week and is expected to work a minimum of 40 hour per week. The schedule for this position will be set by the Clinical Supervisor or designated manager and may be changed as Agency/department needs change.

This position will provide outpatient therapy treatment services to WISE enrolled youth with emotional and behavioral disorders. The therapist will be a member of the WISE team in providing intensive wraparound services to youth and families enrolled in the WISE program. This position will actively participate in Child and Family Team meetings and work with team members in assisting youth and their families reach their goals as identified on the Cross System Care Plan. Services will assure individualized quality mental health services which contribute to the well-being of citizens of Grant County. Services may be provided in an individual and/or group setting.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following examples of duties and accountabilities illustrate the general range of tasks assigned to the position but are not intended to define the limits of required duties. Other essential duties may be assigned consistent with the general scope of the position. Employee must comply with all County and department policies, procedures, WAC's, or other regulatory bodies.

1. Provides evidence based treatment services to identified WISE caseload, develops and implements goals and objectives identified on the WISE Cross Systems of Care Plan.
2. Assures treatment is commensurate with clinician's education and licensure/registration.
3. Completes and maintains appropriate records which meet Washington Administrative Code (WAC), Revised Codes of Washington (RCW), other regional contracts, and all other applicable Agency requirements.
4. Meets competency level for service coding, billing requirements, and other direct service standards as established by the Agency.
5. Monitors the individual's risk to self, others, property and grave disability and refer to appropriate service.
6. Maintains strong working relationships with referring outside agencies, i.e. medical clinics, hospitals, convalescent centers, schools and other county agencies, as appropriate, to insure continuity of care for individuals served.
7. Creates individual treatment plans and Cross System of Care Plans reflecting the identified CFT goals, timelines and treatment outcomes, incorporating natural supports and maintains the individual's maximum level of functioning.
8. Makes referrals to appropriate resources when not provided by the Agency and are basic to the needs of the individual and coordinate services between other agencies.
9. Provides therapeutic intake services and pre-enrollment assessments to individuals within and outside the facility as appropriate.
10. Provides crisis intervention; arranging for emergency medications (when prescribed); arranging for medical services; assuring food is provided; providing or arranging transportation to services, as needed; and assisting with arrangements for other services or resources as appropriate.
11. Documents accurately in client records within established Agency timelines.
12. Provides or obtains and includes in treatment plan appropriate specialist consults per Agency requirements.
13. Assures services are provided which support the individual's rights and are compatible with the particular culture and primary language of the individual.
14. Willing to respond to the youth and family's crisis/emergent needs or coordinate with crisis services to meet the identified needs during the crisis episode.
15. Actively participates in training and other meetings, whether in or out of office, as requested.

## **EDUCATION, EXPERIENCE, and LICENSING**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Any combination of education and experience may be substituted as long as it provides the desired skills, knowledge and abilities to perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Required**

- Master's Degree in applicable field
- Mental Health Professional as outlined in current WAC's and RCW's
- At least two years of related experience in the direct treatment of youth and families with emotional and behavioral disorders
- Strong assessment (risk, suicidal, crisis intervention and diagnostic) and counseling skills
- Demonstrated ability to respond appropriately to aggressive behaviors with least restrictive interventions
- Strong written and spoken communication skills

### **Preferred**

- Training and/or application in WISE practices and the Child and Adolescent Needs and Strengths Assessment (CANS)
- Training in Evidenced Based Practices for youth and families
- Spanish Bilingual/Bicultural
- Mental Health Specialist (see WAC and RCW) specific to children, geriatric, developmental disability and ethnic minority
- Strong attention to detail and accuracy
- Experience with a clinical computer software program
- Knowledge of County and Agency policies and procedures

### **CERTIFICATES, LICENSES, REGISTRATIONS:**

- Valid Washington State Driver's License with proof of automobile insurance
- Background Check: Must have an acceptable background report, at time of hire and every three years afterward
- Driving Abstract: Must have an acceptable driving report
- Washington State Agency Affiliated Counselor Credential Required; Mental Health Counselor Licensure preferred. Must maintain an active status with Washington State

## **PHYSICAL ABILITIES / WORKING CONDITIONS**

**Physical Abilities:** Physical abilities are primarily those required of an office or administrative position: the ability to walk, sit, write, hear, and speak; operation of office equipment, including, but not limited to phone, copy machine, fax machine, computer; typing on keyboard. Specific vision abilities required by this job include close and distance vision, peripheral, depth perception. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Although not the primary focus of this position, GrIS facilities provide clinical services so all positions may be exposed to potentially verbally and physically aggressive individuals and/or environments, as well as exposure to blood, body fluids or tissues

**Working Conditions:** Work is primarily performed in an office setting but may include any of the Grant Integrated Services offices as well as various work locations, including schools, jails, client's homes, or community locations. Because of the variance of location, the employee may be exposed to varying temperature, odors or vapors, sub-sanitary environments (pets, second-hand smoke), and weather. This position requires travel to attend local, state and national meetings.

