

## **American Indian Changing Spirits (AICS) Job Description**

**Job Title: Clinician**

**Reports to: (title, not name)**

**Position Type: (full or part time)**

**Current opening is for a Clinician I-II. The salary range is \$26.00 - \$37.00/hourly.**

**Department:**

**Job Category: Non-Exempt**

**\**

### **Job Summary:**

Under general supervision of the Program Director the Clinician has the responsibility of assessing, diagnosing and identifying the appropriate level of patient care by conducting a comprehensive American Society of Addiction Medicine (ASAM) assessment and/or an Initial Triage Assessments (ITA) and participate in treatment plan development.

### **Major Tasks, Duties and Responsibilities**

*Following is a general listing of the job duties inherent in this position. The employee may also perform other tasks and special projects as assigned.*

- Performs culturally competent comprehensive assessments, identify an appropriate diagnoses and develop a treatment plan within the required time frame.
- Provide guidance, consultation and approval of their assessments, diagnoses, treatment plans and progress notes.
- Maintain detailed client record documentation; progress notes and treatment reviews.
- Participates as member of a multi-disciplinary treatment team providing clinical input related to client diagnosis and recommended treatment plans. Consults with staff to review client cases and medication issues.
- Demonstrates knowledge and competency in substance abuse and co-occurring disorder treatment. Must be sensitive and responsive to cultural differences among the agency's client population.
- May carry a caseload and conduct individual/group sessions including family education groups.
- Regularly meet and maintain the agencies expected productivity goal.
- Make and monitor appropriate referrals when necessary
- Support the orientation and training of staff and interns.
- Actively participates in continuous quality improvement efforts and peer review functions.
- Consults with and serves as a liaison with community agencies, school personnel, parents, and other programs and services to evaluate community health needs and services; advocates and educates on needs of specific client.
- Makes presentations to community and other groups outside the facility.

### **Clinician Competencies and Performance Expectations**

### **All Clinicians are expected;**

- Assess and re-assess client status and make accurate diagnosis and develop appropriate treatment plans.
- Analyze crisis situations in a prompt and concise manner to facilitate appropriate treatment and referrals.
- Present client history and behavioral impressions for further review.
- Prepare detailed case summaries and documentation and maintain accurate client records in compliance with local, state and federal rules and regulations.
- Provide education, consultation and in-service trainings for staff.
- Protect clients' rights and provide advocacy for all clients.
- Establish and maintain effective working relationships with other therapists, county staff, referral agencies, physicians and the public.

### **Prerequisite Qualifications**

*Following are the qualifications required to perform the essential functions of this position. Qualifications may be subject to modification based on the Americans with Disabilities Act.*

Masters degree in related field, MFT or MSW licensed waived.

Must have valid California driver's license and liability insurance when driving personal vehicle on BHS business.

Bilingual abilities may be required within certain AICS programs.

Must possess knowledge of:

- Principles and practices of community behavioral treatment, including interviewing, assessment, individual, family and group counseling.
- General psychiatric emergency intervention, diagnosis and brief and long-term therapy methods.
- Principles of adult and child psychology.
- Laws and regulations related to; Title 22, 42CFR, clients' rights, voluntary or involuntary treatment and commitment for treatment, including criteria for commitment.
- Community resources and agencies providing support services for the mentally ill and/or persons with co-occurring disorders.
- Medical record-keeping and documentation including client charting.
- Medi-Cal regulations and documentation for medical necessity.

Vision, hearing, manual dexterity and eye-hand coordination must be adequate for performance of job duties. Able to sit at desk, use keyboard, write and physically perform other job duties. Able to move about the facility to observe clients and staff.

Specific qualifications may vary based on assignment. The supervisor will initial those items on the following list, which apply and write N/A to indicate those qualifications, which are not applicable:

\_\_\_\_\_ California Drivers License

\_\_\_\_\_ Personal vehicle with liability insurance for reimbursable mileage, generally short distances.

\_\_\_\_\_ First Aid certification, obtain within 90 days of employment and maintain current thereafter.

\_\_\_\_\_ CPR certification, obtain within 90 days of employment and maintain current thereafter.

\_\_\_\_\_ Develop computer skills adequate to perform job duties within 90 days of employment.

\_\_\_\_\_ Bi-cultural, bi-lingual (specify \_\_\_\_\_)

\_\_\_\_\_ Experience with special populations (specify: \_\_\_\_\_)

\_\_\_\_\_ Other (specify):

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements which may be inherent in the position.

I have read and received a copy of this job description.

Employee Name (Print) \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_