

**POSITION DESCRIPTION****CLINICIAN II/ CLINICIAN III**

Wellness Recovery Center  
Center for Emergency and Short Term Stabilization  
Region Ten Community Services Board

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CLASSIFICATION TITLE: Clinician II/ Clinician III

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position in which the incumbent assists with the provision of counseling services for the Wellness Recovery Center. She/he is responsible for providing counseling and rehabilitation services to individuals with mental health, intellectual disability, or substance use problems that are in crisis. Incumbent will be responsible for evaluation, assessment, developing treatment plans, counseling interventions, stabilization, and discharge assessments.

The incumbent will report to the Director III and/or Program Manager II of Region Ten's Wellness Recovery Center. They will be expected to work independently under standard practices of care through referring questionable or unusual situations to their supervisor. In fulfilling the expectations of this position he/she performs in accordance with applicable policies and professional ethics of Region Ten and the counseling position with applicable professional ethics and established Region Ten policies.

The HIPAA access level for this position is Level One

The essential functions of this job are starred below (\*) under "Major duties."

MAJOR DUTIES:

1. \*Reviews referrals, pre-screens, assessments, and medical information and follows admission criteria and protocol to make appropriate admission decisions, if assigned to triage duties.
2. \*Provides individual counseling, group counseling, and community/hospital outreach to clients.
3. \*Provides client assessments, treatment plans, discharge assessments and planning.
4. \*Continuously assesses consumers for imminent danger to self or others and ability to care for self.
5. \*Maintains complete and current clinical records, service data and required documentation.
6. \*Provides clinical leadership, staff education and training.
7. \*Provides "On Call" clinical consultation for staff during evening and night hours as needed.
8. \*Actively explores less restrictive alternatives in efforts to divert clients from hospitalization.
9. \*Participates in training and supervision as required.
10. \*Performs admission screenings for other residential programs as part of discharge planning.
11. Acquires and maintains valid certification in First Aid, CPR, medication administration, non-aversive behavior management and defensive driving in order to ensure the safe and efficient operation of the program.
12. Reads all agency communication.
13. Performs other duties as assigned.
14. Hours are variable.

QUALIFICATIONS:

Minimum requirements include a Masters degree in social work or counseling, two years of experience, and licensure as LCSW, LPC, or LCP, or license eligible within 6 months of hire. To ensure the safe and efficient operation of the program, a valid Virginia Driver's License plus an acceptable driving record as issued by the Department of Motor Vehicles are required. For business use of a personal car, a certificate of valid personal automobile insurance must be provided. In addition, the incumbent needs to possess the following knowledge, skills and abilities:

Knowledge of: crisis intervention; crisis management, suicidality, psychiatric emergencies; substance abuse emergencies; resources available in the Region Ten area; side effect of psychotropic medications; general principles of record documentation; the service planning process and major components of a service plan, state psychiatric admission procedures; Virginia code concerning civil commitment procedures; aggressive behavior management; universal precautions for contagious diseases; rules and regulations for the licensure of outpatient facilities; DBDHS client service management guidelines; state standards; local policies and procedures. Computer knowledge required in Word and Excel.

Skills in: individual and group counseling, assessment, interviewing, triage, crisis management, crisis counseling, responding to clients empathetically while maintaining clinical objectivity, utilizing resources in area; working with the legal system; assessing medical needs; determining client suicidal/homicidal behavior; assessment and counseling clients with substance use issues; public relations.

Abilities to: provide 24-hour emergency services; relate to and get along with people, exercise sound clinical initiative and judgment; motivate staff; make independent decisions; work under stress; problem solve; work on several tasks simultaneously; respond

Clinician II/III

Center for Emergency and Short Term Stabilization – Wellness Recovery Center – Region Ten Community Services Board  
Page 2

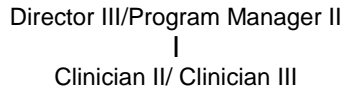
quickly to crisis situations; comply with program and agency protocols.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS:

This position is evaluated according to the Clinical Provider Performance Evaluation Standards.

POSITION LOCATION:                   Region Ten Community Services Board  
504 Old Lynchburg Road  
Charlottesville, VA 22903

POSITION ORGANIZATION CHART



GRADE:           Grade 10: Clinician II  
Grade 11: Clinician III

SCHEDULE: 40 hours weekly; flexible schedule may include some evening and weekend hours as needed.

Position Description Updated: May 18, 2018

I have reviewed this job description and acknowledge the duties as well as the KSA (knowledge, skills, and abilities) included in this description. I also understand the performance standards as they apply to this position.

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Signature

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Name Printed

\_\_\_\_\_  
Date