

POSITION DESCRIPTION**CLINICIAN II/III**

Program of Assertive Community Treatment (PACT)
Center for Adult Rehabilitation Services
Region Ten Community Services Board

CLASSIFICATION TITLE: CLINICIAN II/ CLINICIAN III

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position in which the incumbent serves as a Clinician II/III at a Region Ten program for adults with a serious mental illness. The incumbent is responsible for providing assessment, diagnosis and treatment for clients enrolled in PACT services. The incumbent is also responsible for treatment planning, case management and on-going evaluation of treatment plans for PACT consumers. The incumbent will provide treatment in settings to include consumer homes, the community, and in the PACT clinic. The incumbent will also provide medication management while monitoring health, nutrition and physical condition; and will provide coaching and training for personal care, ADLS and use of community resources. He/she will participate in daily team report on PACT clients, weekly clinical team supervision meetings and represent the program to the community as needed.

The incumbent reports to the PACT Director II for monitoring, training and clinical and administrative supervision, and to the PACT Program Manager I for scheduling and assignment of work duties. He/she is expected to perform duties as specified and according to the policies of Region Ten Community Services Board, as well as those of Department of Behavioral Health and Developmental Services.

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

MAJOR DUTIES:

1. *Conduct comprehensive assessments of psychiatric history, mental status, and diagnosis; physical health, substance abuse history and current use, education and employment, social development and functioning; activities of daily living, and family and relationship dynamics.
2. *Provide individual supportive therapy and psychotherapy to clients on an individual, group, and family basis, in the office and in community settings. Provide psychoeducation about mental illness and teach symptom management techniques.
3. *Provide service coordination for an assigned group of consumers including development of the treatment plan, evaluating and revising the treatment goals and plans, as needed in collaboration with the consumer.
4. *Provide medication administration on a rotational basis, shared with the rest of the team. Assist with medication education, illness education and medication management. Monitor consumers' mental status, health, and nutrition as needed.
5. *Provide on-call crisis intervention covering nighttime hours.
6. *Work collaboratively with consumers' collateral care providers.
7. *Linking the individual directly to services and supports specified in the individual service plan.
8. *Assisting the individual directly for the purpose of locating, obtaining and effectively using community resources, including educating and providing support to family members.
9. *Enhancing community adjustment and integration by developing services or supports which increase opportunities for community access and involvement, including developing community living skills and increasing involvement in recreational services.
10. *Makes collateral contacts with the individual's significant others (e.g. parents, friends, and siblings) to promote implementation of the service plan and optimal community adjustment.
11. *Maintain necessary casework records to document the provision for Medicaid reimbursement and compliance with state licensure regulations.
12. *Attend in-service training and staff development programs to enhance mental health services.
13. *Acquire 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.
14. *Reads all agency communication (i.e., Ten, Region Ten's newsletter, E-mail, etc.).
15. *Performs other duties as assigned related to program requirements.

QUALIFICATIONS:

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. Master's degree required. Must meet certification as QMHP (Qualified Mental Health Professional) as set forth by Department of Behavioral Health and Developmental Services. In addition, the incumbent must have at entry level the following knowledge, skills and abilities. These must be documented or observable in the application form of supporting documentation or in the interview (with appropriate documentation). Perform CPR/First Aid. Be able to teach skills and visit clients in an array of settings. Be able to handle a physical crisis. Help with ADL's – vac, shop, carry bags.

CLINICIAN II/III
Center for Adult Rehabilitation Services – PACT –Region Ten Community Services Board
Page 2

Knowledge of: the nature of serious mental illness in adults and mental illness with chemical abuse; treatment modalities and intervention techniques, such as psychotherapy, behavior management, independent living skills training, supportive counseling, family education, crisis intervention, discharge planning and services coordination; medical issues related to mental illness; substance abuse symptomatology; medications - side effects; different types of assessments, planning; consumers' rights; local community resources and service delivery systems, including support services (e.g., housing, financial, social welfare, dental, transportation, communication, recreation, legal/advocacy), eligibility criteria and intake processes, termination criteria and intake processes, and general community resources (e.g., churches, clubs, self-help groups); types of mental health programs, services; effective oral, written and interpersonal communication principles and techniques; general principles of record documentation; the service planning process and major components of a service plan.

Skills in: interviewing; observing, recording and reporting on an individual's functioning (observation of medication effects, i.e., alcohol and abuse); identifying and documenting a consumer's needs for resources, services and other support; using information from assessments, evaluations, observations and interviews to develop service plans; identifying services within the community and established service system to meet the individual's needs; formulating, writing and implementing individualized service plans to promote goal attainment for consumers with serious mental illness; negotiating with consumers and service providers; coordinating the provision of services by diverse public and private providers; identifying community resources and organizations; coordinating resources and activities; using assessment tools (e.g., level of functional scale, life profile scale); non-punitive behavior; providing consultation; computers and keyboarding.

Abilities to: demonstrate a positive regard for consumers and their families (e.g., treating consumers as individuals, allowing risk taking, avoiding stereotypes of mentally ill people, respecting consumers' and families' privacy, believing consumers are valuable members of society); be persistent and remain objective; work as a team member, maintaining effective inter- and intra-agency working relationships; work independently, performing position duties under general supervision; communicate effectively, verbally and in writing; drive defensively.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS:

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

POSITION LOCATION: PACT Offices
800 Preston Avenue
Charlottesville, VA 22903

POSITION ORGANIZATION CHART

Director II
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Clinician II/III

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

SCHEDULE: Mostly weekdays, 8:30am to 5pm, with one shift per week from 12pm to 8:30pm. Works one to two weekend days per month, rotating with other staff to cover weekends.

Position Description Updated: June 5, 2020

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

Signature

Name Printed

Date