

**POSITION DESCRIPTION**

**CLINICIAN II/ CLINICIAN III**  
EMERGENCY SERVICES  
Center for Emergency and Case Management  
Region Ten Community Services Board

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CLASSIFICATION TITLE: Clinician II / Clinician III Services

**GENERAL STATEMENT OF RESPONSIBILITIES:**

This is a FLSA exempt position. The incumbent is responsible for providing crisis assessment, intervention, stabilization, and referral assistance to mental health, intellectual disability, and substance abuse clients, both over the phone and face-to-face, in the office and in the community. Schedule is flexible, with some evening, overnight, and weekend work likely required. Occasional holiday work is required.

The incumbent reports to Director III for Emergency Services and performs duties by proceeding alone under standard practices, referring questionable situations to the supervisor. In carrying out emergency services, the incumbent is expected to act professionally and knowledgeably to ensure availability, response, and continuity in delivery of mental health services to all individuals located in the Region Ten catchment area. He/she will perform in accordance with professional ethics and established Region Ten policies.

The HIPPA access level for this position is Level Two

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

**MAJOR DUTIES:**

1. \*Provides crisis intervention to individuals experiencing emotional/psychological distress and related problems via phone and face-to-face contacts at Region Ten and other sites in the community.
2. \*Provides consultation regarding the petitioning process for Emergency Custody Orders (ECOs) and Temporary Detention Orders (TDOs), in particular, advising the magistrate's office regarding the issuance of ECOs and TDOs.
3. \*As a Certified Prescriber, conducts evaluations to determine if clients in crisis meet legal criteria for temporary detention or if there is an appropriate less restrictive option.
4. \*Performs pre-admission screenings for voluntary and involuntary hospitalizations, including admissions to Western State Hospital, Piedmont Geriatric Hospital, and Commonwealth Center.
5. \*Provides consultation, information and support to individuals, families, Region Ten staff and other community agencies requesting emergency services.
6. May provide short-term crisis counseling to a small caseload of clients.
7. \*Provides monitoring and carries-out bed searches for persons requiring inpatient hospitalization.
8. \*Makes referrals appropriate to the needs of the client, family or agency.
9. \*Actively explores less restrictive alternatives in efforts to divert clients from hospitalization.
10. \*Functions as after-hours emergency services clinician, as needed, providing emergency services to the community after hours and on weekends. This includes telephone crisis intervention, appropriate referrals, prescreens in various settings and handling ECOs at UVA Hospital or on site with the police.
11. \*Provides Region Ten CSB with required documentation of service delivery.
12. Participates in in-service training and supervision as required by the Emergency Services team leader.
13. May participate in civil commitment hearings, advising Special Justice on CSB recommendations for treatment planning, to include monitoring and implementation of outpatient commitment orders.
14. \*Provides screenings for Region Ten's Wellness Recovery Center.

**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. Incumbent must complete DBHDS training to become a Certified Prescriber, and will maintain this credential. Residency for clinical license (such as LCSW or LPC) required, licensure preferred. Computer knowledge required in Word and Excel. In addition, the incumbent needs to possess the following knowledge, skills and abilities:

**Knowledge of:**

1. Crisis intervention theory and skills including:
  - a) Techniques over phone, face-to-face
  - b) Knowledge about the following populations and accepted treatment modalities for each:
    - MR
    - SMI, including dual diagnosis
    - Alcohol/Substance Abuse
    - Children, Adults, Geriatrics
  - c) Managing the suicidal client
  - d) Managing aggressive/violent/psychotic behaviors
  - e) confidentiality as it relates to crisis situations
  - f) use of mental status exam
  - g) working knowledge of DSM V

**CLINICIAN, EMERGENCY SERVICES**  
**Center for Access and Case Management – Region Ten Community Services Board**  
**Page 2**

2. Use of least restrictive treatment alternatives for all populations served by Region Ten CSB.
3. Recognition and evaluation of acute medical needs:
  - a) Inebriated individuals, seizures, DTs
  - b) Clients under the influence of other substances
  - c) Drug overdose
  - d) Side effects of psychotropics
4. Civil commitment procedures:
  - a) Pre-admission screening consultation
  - b) Procedure for obtaining an ECO and a TDO (including criminal TDO)
  - c) Commitment hearing
  - d) Transportation
5. Voluntary and involuntary hospitalizations, including different criteria for children, adults and geriatrics.
6. Statutes related to emergency services.
7. The public mental health system statewide, specifically the client management guidelines.
8. Resources and treatment options available for the various populations in this community.
9. General principles of record keeping plus Region Ten's record keeping policies.
10. Principles of brief treatment and solution oriented therapy.

Skills in:

1. Providing clinical expertise including:
  - a) Assessment of: physical status, mental status, mental illness symptoms, degree of danger, suicide risk and need for and side effects of medications.
  - b) Interventions of: securing safety for everyone involved, advising for or against an ECO or TDO, and recommending least restrictive option.
  - c) Evaluation of: individual crisis response and service system gaps.
2. Providing pre-admission consultation:
  - a) To magistrates, special justices and judges regarding issuing ECOs and TDOs.
  - b) Testifying at commitment hearings regarding need for commitment.
  - c) Testifying at juvenile commitment hearings as the sole MH professional, regarding need for commitment.
3. Providing emergency consultation in a professional manner to: clients, family members, police, sheriffs, magistrates, judges, courts, admission staff, hospitals and other community agencies.
4. Report writing.
5. Providing short-term crisis counseling.

Abilities to:

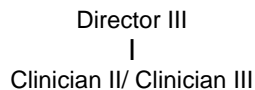
1. Under pressure, make quick, sound decisions regarding safety and treatment.
2. Make appropriate interventions in resolving crisis situations.
3. Function independently, yet work flexibly and effectively with other persons, agencies and systems.
4. Facilitate referrals for the least restrictive form of treatment.
5. Maintain paper flow.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS:

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

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

POSITION ORGANIZATION CHART



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

SCHEDULE: 40 hours weekly. Flexible, with some evening, overnight, or weekend work likely required.

Position Description Updated: January 11, 2017

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.

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Signature

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Name Printed

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Date