

POSITION DESCRIPTION THERAPEUTIC DAY TREATMENT SPECIALIST

Therapeutic Day Treatment Services
Center for Child and Family Services
Region Ten Community Services Board

CLASSIFICATION TITLE: Therapeutic Day Treatment Specialist I/II/III

GENERAL STATEMENT OF RESPONSIBILITIES:

This is FLSA non-exempt position where the incumbent provides in-home school based and/or in-community services. The incumbent reports to the Therapeutic Day Treatment Program Manager and/or the Therapeutic Day Treatment Director II. In carrying out position requirements he/she plans own work after definite objectives set by the program manager or Director with unusual situations being referred to the supervisor. The position requires analysis of facts and determining action using a wide range of procedures within the limits of standard practices.

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 behavioral coaching, emotional support/limits, and psycho-education to children and/or families; focus areas include (but are not limited to) training/skill building in: parenting, behavioral management, problem solving, self-management, social interaction, academic education, independent living/self-care, and employment/job searching.
2. *Coordinates services with all providers including the case manager, in-home therapist, private provider, and other professionals, agencies, neighborhood associations, and resources.
3. *Participates in treatment team, school and FAPT staffings. Presents information on observations of child/family behavior and functioning. Identifies family strengths, weaknesses, areas of stability and instability, and progress toward treatment goals.
4. *May provide transportation for purposes of coordination
5. *Completes documentation as required.
6. *Attends required supervision, training and other required meetings.
7. *Reads all agency communication (i.e. Ten, the Region Ten newsletter, E-mail, etc.).
8. *Complete other administrative duties as assigned.
9. *CPR and First Aid; license and good driving record

TDT Specialist II/III only:

1. Provides TDT service specific assessments and authorizations for services at their primary school location and at other schools as required by their supervisor
2. Provides group and individual therapy to any TDT child that is at their primary location and at other schools as required by their supervisor

QUALIFICATIONS:

TDT Specialist I: Must be registered as QMHP-C (Qualified Mental Health Professional Child) as set forth by Department of Behavioral Health and Developmental Services. QMHP-L-E also accepted as determined by the supervisor.

TDT Specialist II: Must be licensure eligible in Virginia or registered with the Board of Counseling within 6 months of hire (LMFT-E, LPC-E, LCSW-E, LCP-E)

TDT Specialist III: Must be licensed (LCSW, LMFT, LPC, LMFT, LCP)

Knowledge of: basic childhood and adolescent development, family life cycle stages, principles of family dynamics and treatment, parenting skills and behavioral management strategies, and special needs of SED children including general understanding of the DSM IV.

Skills in: establishing and maintaining rapport with functionally compromised families; providing physical /emotional support and limits with children; listening to and supporting honest constructive expression from and among family members; maintaining professional demeanor; record keeping; computer/keyboarding usage.

Abilities to: impart a positive attitude and positive feedback to child and family; function calmly in stressful situations; demonstrate positive regard for child and family; empower families/support increased independence using a strengths perspective; establish trust and maintain professional boundaries; serve as a role model; be a good listener; communicate effectively verbally and in writing; work flexible hours outside the normal work week; provide own transportation and use vehicle in performance of duties.

