POSITION DESCRIPTION

THERAPEUTIC DAY TREATMENT SPECIALIST
Educational Support Services
Center for Child and Family Services
Region Ten Community Services Board

CLASSIFICATION TITLE: Therapeutic Day Treatment Specialist

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position where the incumbent provides in-home school based and/or in-community services. These services are rendered to families in conjunction with Intensive Home Based Services, Program for Advanced Life Skills (PALS), or Educational Support Services (ESS). The incumbent reports to the Director III. In carrying out position requirements he/she plans own work after definite objectives set by the Director III, in-home therapist and referral agent 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 HIPAA 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 In-Home Therapist 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

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. Must meet certification as QMHP (Qualified Mental Health Professional) as set forth by Department of Behavioral Health and Developmental Services. Masters degree and license eligible preferred. Current CPR and First Aide certification required. The incumbent also needs to possess the following knowledge, skills and abilities:

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.

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, Virginia 22903

POSITION ORGANIZATION CHART

Director III
|
Therapeutic Day Treatment Specialist

GRADE:

SCHEDULE: Hourly position. Schedule varies and is based on program needs.

Position Description Updated: December 1, 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.

Signature	Name Printed	Date