

POSITION DESCRIPTION**CLINICIAN II/III – SCHOOL BASED**

Child and Family Services
Region Ten Community Services Board

CLASSIFICATION TITLE: Clinician II/III – School Based

General Statement of Responsibilities:

This is a FLSA non-exempt position. The Clinician has the responsibility for providing school based treatment and supportive ongoing services to individuals under age eighteen with a primary diagnosis of emotional disturbance, intellectual disability or at risk of either, as well as case management to include assessing service needs; developing plans for access to services; liaison with client, families, programs, and service providers; ongoing monitoring or client service needs; advocacy; consultation and medication education to clients and their families.

This position reports to the Child and Family Center's Outpatient Team and Crisis Intervention Director and is expected to function with initiative and independent judgment, based on application of standard practices and with guidance from the supervisor. In carrying out position duties, he/she performs in accordance with applicable professional ethics and established Region Ten policies.

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

Major Duties (Services are School Based):

1. *Provides individual and group counseling, as approved by supervisor, to meet licensure core competencies.
2. *Provides direct service to, but not limited to, assessment of clients, crisis intervention, and group treatment.
3. *Acts as liaison to state hospitals, coordinating discharge planning for children and adolescents in acute psychiatric hospitalizations. Attends discharge planning appointments as requested by CCCA.
4. *Provides temporary case managing services to children in immediate need of medical services. These children may be referred through mobile crisis, hospital settings or emergency services.
5. Making collateral contacts with the individual's significant others with properly authorized releases to promote implementation of his individualized services plan, assist with any authorization process and gather information needed by the child psychiatrist
6. Assessing needs and planning services to include developing a case management individualized service plan.
7. Linking the individual to those community supports that are likely to promote the personal habilitative/rehabilitative and life goals of the individual as developed in the individualized service plan (ISP). This will often include linking the child with services until that child can be transferred to their permanent case manager
8. Assisting the individual directly to locate, develop or obtain needed services, resources and appropriate public benefits.
9. Assuring the coordination of services and service planning within a provider agency, with other providers and with other human service agencies and systems, such as local health and social services departments.
10. Monitoring service deliver through contacts with individuals receiving services, service providers and periodic site and home visits to assess the quality of care and satisfaction of the individual.
11. Provide follow up instruction, education and counseling to guide the individual and develop a supportive relationship that promotes the individualized services plan and educates the child and family about potential medication side effects.
12. Advocating for individuals in response to their changing needs, based on changes in the plan.
13. Developing a crisis plan for an individual that includes the individual's references regarding treatment in an emergency situation.
14. Maintains complete and current clinical records and service provider data (Credible)
15. Reads all agency communication (i.e., Ten, Region Ten's Newsletter, e-mail, etc.)
16. Other duties as assigned by the supervisor in keeping with the general requirements of the position.
17. Able to perform CPR and first Aid when a situation requires these activities
18. Receive training assigned by supervisor.

QUALIFICATIONS:

License eligibility for LCSW or LPC, defined by the registration of supervision with the appropriate licensing board, is preferred. At least one year of relevant work experience with child population. To ensure the safe and efficient operation of the program, a valid Virginia Driver's License plus acceptable driving record as issued by the Department of Motor Vehicles are required. For client related use of a personal automobile, 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:

1. Services and systems available in the community including primary health care, support services, eligibility criteria and intake processes and generic community resources, and early intervention.
2. Principles, theory and techniques of child and family therapy, child development, family structure, psychopathology, behavior management, substance abuse, psychological testing, and laws and regulations governing children's services.

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3. The nature of serious mental illness, intellectual disability and/or substance abuse depending on the population served, including clinical and developmental issues, as well as knowledge of child development.
4. Treatment modalities and intervention techniques, such as behavior management, independent living skills training, supportive counseling, family education, crisis intervention, discharge planning, and service coordination.
5. Different types of assessments, including functional assessment and their uses in service planning.
6. Consumers' rights
7. Local community resources and service delivery systems, including support services (e.g., housing, financial, social welfare, dental, educational, transportation, communications, recreation, vocational, legal/advocacy), eligibility criteria and intake processes, termination criteria and procedures, and generic community resources (e.g., churches, clubs, self-help groups).
8. Effective oral, written and interpersonal communication principles and techniques.
9. General principles of record documentation.
10. The service planning process and major components of a service plan.
11. Keyboard & computer literate & proficient in Microsoft Word/Outlook
12. Psychopharmacology and medication side effects, phlebotomy, medical issues related to mental illness

Skills in:

1. Interviewing and completing diagnostic assessments
2. Negotiating with consumers and service providers.
3. Observing, recording and reporting on an individual's functioning.
4. Identifying and documenting a consumer's needs for resources, services, and other supports.
5. Using information from assessments, evaluations, observation and interviews to develop service plans.
6. Identifying services within community and established service system to meet the individual's needs.
7. Promote goal attainment
8. Coordinating the provision of services by diverse public and private providers.
9. Identifying community resources and organizations and coordinating resources and activities.

Abilities to:

1. Be persistent and remain objective
2. Work as a team member, maintaining effective inter and intra-agency working relationships.
3. Demonstrate a positive regard for consumers and their families (e.g., treating consumers as individuals, allowing risk-taking, avoiding stereotyping of people with mental retardation, respecting consumers' and families' privacy, and believing consumers are valuable members of society).
4. Work independently performing position duties under general supervision.
5. Communicate effectively, verbally, and in writing.
6. Establish and maintain ongoing supportive relationships.

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

Director, Outpatient and Crisis intervention
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Clinician

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

SCHEDULE: 40 hours weekly

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Position Description Updated: July 2016

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.

Signature

Name Printed

Date