

POSITION DESCRIPTION**PEER CLINICIAN I- PSH**

Housing Department
Center for Adult Rehabilitation Services
Region Ten Community Services Board

CLASSIFICATION TITLE: Clinician I

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position in which the incumbent serves as a Clinician at a Region Ten program for seriously mentally ill adults. The incumbent is responsible for developing and implementing self care skills training programs concerning individual clients (health and safety, personal care, activities of daily living, use of community resources). The incumbent will also assist clients with medication management, monitor health, nutrition and physical condition, provide assistance with personal care, ADLS and use of community resources. He/she is expected to attend team meetings, other professional meetings and represent the program to the community as needed.

The incumbent reports to the Director I for Housing for the schedule and assignment of work duties and is monitored, trained and supervised in the performance of his/her tasks by the Director I. 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. Works in collaboration with Permanent Supportive Housing Team (PSH) to ensure housing stability of program participants.
2. Collaborate with clinical staff on a regular basis regarding program participants.
3. Collaborate with housing specialist on a regular basis regarding program participants.
4. Facilitates peer run groups including WRAP and other peer run groups, as appropriate.
5. Develops wellness recovery action plan with consumers, with a focus on housing; develops a plan of care appropriate to the evaluation with the client/family consensus; assists clients in developing recovery goals.
6. Monitors and assesses client's mental health status; provides peer appropriate supportive counseling as needed.
7. Arranges and provides transportation for clients to appointments, grocery stores, offices, etc; takes clients on social outings.
8. Provides documentation of services necessary; provides group notes; maintains medical records.
9. *Assessing needs and planning services, evaluating individual strengths and needs, evaluating the appropriateness of and need for various community mental health services, developing individual service plans, and monitoring and evaluating client status.
10. *Monitoring of clients' health, nutrition and physical health care conditions.
11. *Linking the individual directly to services and supports specified in the individual service plan.
12. *Assisting the individual directly for the purpose of locating, obtaining and effectively using community resources, including educating and monitoring information and support to family members, and providing or arranging for transportation for individuals or their family members to access services.
13. *Enhancing community adjustment and integration by developing services or supports which increase opportunities for community access and involvement, including developing community living skills, civic and recreational services.
14. *Making 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.
15. *Attending in-service training and staff development programs to enhance mental health services.
16. *Acquires 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.
17. *Reads all agency communication (i.e., Ten, Region Ten's newsletter, E-mail, etc.).
18. *Performs other duties as assigned related to program requirement.

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 qualifications as QMHPA (Qualified Mental Health Professional-Adult) or QMHP-E (Qualified Mental Health Professional-Eligible) 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. 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 development and performance of ADLS. Must be the recipient of mental health services for severe and persistent mental illness as set forth

PEER CLINICIAN I- PSH

Center for Adult Rehabilitation Services – HOUSING DEPARTMENT –Region Ten Community Services Board

Page 2

by the Department of Behavioral Health and Developmental Services and be able to share that recovery experience with others as a peer.

Knowledge of: Some knowledge of community and Authority resources and programs of regional and State sources for the community service population; some knowledge of interviewing and supportive counseling techniques; some knowledge of social casework techniques; some knowledge of human development and behavior; some knowledge of the theories, principles and techniques of individual, family and group therapy; ability to solve problems within scope of responsibility; ability to analyze facts and exercise sound judgment in arriving at conclusions; ability to communicate complex ideas effectively, orally and in writing; ability to prepare clear and concise reports; ability to establish and maintain effective working relationships with law enforcement, medical personnel, clients, associates, landlords, and the general public.

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 seriously mentally ill and emotionally disturbed persons; 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: This job requires extensive work in the community. Incumbent will be required to visit individuals in their households, which may require walking up and down steps, as well as occasionally assisting individuals with moving to new housing. Work may occasionally require the exertion of up to 30 pounds of force occasionally, and a negligible amount of force frequently or constantly to move objects; work requires fingering, and repetitive motions; visual acuity is required for preparing and analyzing written or computer data, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions. 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: Housing Department
500 Old Lynchburg Road
Charlottesville, VA 22903

POSITION ORGANIZATION CHART

Director I
|
Peer Clinician I

GRADE: Grade 9: Clinician I

SCHEDULE: As scheduled, Monday- Friday between 830-5. Some weekend hours.

Position Description Updated: July 9, 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.

PEER CLINICIAN I- PSH

**Center for Adult Rehabilitation Services – HOUSING DEPARTMENT –Region Ten Community Services
Board**

Page 3

Signature

Name Printed

Date