

**POSITION DESCRIPTION****CLINICIAN I/ II/ III**

Louisa County  
Center for Rural Services  
Region Ten Community Services Board

---

CLASSIFICATION TITLE: Clinician I/ Clinician II/ Clinician III

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position. The incumbent serves as an outpatient clinician at the Louisa County Clinic. In this capacity, he/she has responsibility for providing assessment; treatment services to adults, children and families and for providing consultation and education activities in the community.

The incumbent reports to the Director III and performs duties by proceeding alone under standard practices and referring questionable situations to the supervisor. In carrying out position duties, he/she performs in accordance with applicable state licensure standards, Medicaid requirements, professional ethics and established Region Ten policies.

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

MAJOR DUTIES:

1. \*Provides assessment and treatment to adults, children and families, including evaluations, outpatient (individual and group), and authorizations. This may include mental health, substance use, and/or IDD concerns.
2. \*Provides ongoing consultation to collateral agency staff regarding mutual clients.
3. \*Provides crisis evaluations of adults and minors
4. \*Maintains complete and current medical records
5. Attends and participates in administrative and clinical meetings.
6. On a limited basis provides consultation and education activities to other community groups as schedule permits
7. Receives supervision as required to meet clinical and administrative needs.
8. Reads all agency communication (i.e., Ten, Region Ten's newsletter, e-mail, etc.)
9. Performs other job-related duties as assigned by the Clinic Director
10. Must have a valid driver's license and be able to transport clients.
11. May provide clinical supervision for license eligible staff.

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. Master's degree required. Licensed (LPC, LCSW), be registered with the Department of Health Professionals and actively seeking licensure, or must register with the Department of Health Professionals within 6 months of hire preferred. In addition, the incumbent needs to possess the following knowledge, skills and abilities:

The incumbent needs to possess the following knowledge, skills and abilities:

Knowledge of: principles of child development, play therapy, and family therapy; principles and theories of psychodynamic techniques and family systems; interviewing techniques; crisis intervention; developmental psychology; principles of cognitive and personality assessment; local services; Region Ten services; record keeping; behavior management; and parenting techniques.

Skills in: engaging resistant or difficult clients; providing consultation to other professionals; organization; providing initial therapeutic consultation; assessing crisis potential; providing psychotherapy; chart writing; and diagnosis – needs assessment.

Abilities to: effectively communicate with a wide range of people; write reports; work under stressful situations; case manage; problem solve; formulate diagnosis and develop treatment plans; respond flexibly to rural population with limited access to resources; accept supervision and seek it out; work effectively with all levels of CSB staff and with diverse individuals from the community.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS:

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

POSITION LOCATION:

Region Ten CSB  
101 Ashley Street  
Louisa, VA 23093

POSITION ORGANIZATION CHART

Director III  
I  
Clinician I/ Clinician II/ Clinician III

GRADE: Clinician I Grade 9  
Clinician II Grade 10  
Clinician III Grade 11

SCHEDULE: 40 hours weekly (Monday through Friday) Flexible to accommodate client needs, including evenings as necessary

Position Description Updated: April 19, 2023

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