

POSITION DESCRIPTION

Position Title: Behavioral Health Therapist
Budget Department: Behavioral Health
Administratively Reports to: Behavioral Health Administrator
Clinically Reports to: Donna Shimeck
FLSA Status: Exempt
Pay Grade Level: G12
Benefits: Eligible for all permanent, regular FT status benefits.
Other:

SUMMARY OF POSITION:

Therapist, will provide individual, marital, group and family therapy, conduct diagnostic evaluations, provide consultative services with community agencies, and provide case management to assigned cases. Therapist will ensure services are administered in a person-centered, recovery-focused manner while meeting all certification standards for DHS 35. Therapist will be familiar with Women's AODA issues in order to provide Mental Health Therapy and attend wrap around meetings. In addition to providing therapy, the focus of this position is to develop treatment or individual service plans; help empower individuals and families with the skills and resources necessary to address mental health/AODA issues and concerns; respond appropriately to crisis situations; and improve overall client/family functions. This position will include on-call mobile crisis screening to assess client safety in settings outside the clinic office. Position will work closely with clients within the Comprehensive Community Services Program and the Community Support Program to provide therapy and support.

MINIMUM EDUCATION AND EXPERIENCE LEVEL REQUIRED:

1. Master's Degree
2. Three years of post-graduate experience as a therapist in a behavioral health treatment facility/program, or any combination of education and experience that provides the necessary knowledge, skills and abilities to perform the essential duties and responsibilities.

Preference for:

1. Clinical social work, behavioral health counseling, marriage and family therapy, or closely-related field of study.
2. Experience or training in scientifically sound practices such as EMDR, DBT, CBT, etc.
3. Dually credentialed in Mental Health and Substance Use Disorder.

CERTIFICATION/PROFESSIONAL LICENSURE:

1. Certification by the State of Wisconsin Department of Health Services as Medicaid Provider.
2. Wisconsin licensure as a mental health professional with 3,000 hours of supervised clinical practice.

Preference for:

1. Certification by a relevant national organization.

If minimum education, experience, certification or licensure is required by program statutes or funding sources, pertinent information must be attached.

OTHER REQUIREMENTS:

1. Must possess a valid Wisconsin driver's license throughout the term of this position as travel is required.
2. Must have access to a dependable personal vehicle.
3. Must have personal automobile insurance with minimum coverage limits of \$100,000/\$300,000.
4. Must successfully complete a Caregiver Background Check per Wisconsin Administrative Code DHS 12.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Provide therapy to individuals, couples and families in individual and group modalities of psychotherapy.
2. Provide diagnostic evaluations of individual clients to determine appropriate services based on needs and develop and implement treatment plans.
3. Participate in supervision sessions with agency team members and keep Behavioral Health Supervisor apprised of situations which could pose legal, security, political, or financial risk to the agency.
4. Assist Behavioral Health Administrator in identifying, developing and implementing evidence-based therapy modalities that broaden agency scope of services.

5. Work with other agencies, including the courts and legal system, in the provision of comprehensive services for clients.
6. Function as a member of the clinical team and of the treatment team as a whole.
7. Assist with on-call crisis intervention services by working as a Mobile Crisis Screener which requires varied shifts per month.
8. Provide information for the purposes of processing PPS, third-party claims or claims for services in a complete and timely manner.
9. All associated tasks necessary to complete the duties and responsibilities listed in items 1-8 above.

POSITION SPECIFIC KNOWLEDGE & SKILLS:

1. Knowledge of DHS Chapters 34-36, Chapters 63, 75, 92, 94 and all other applicable Wisconsin State Statutes involving human services providers, programs and client care.
2. Knowledge of psychopathology, psychotherapeutic techniques, family/group dynamics and wraparound model.
3. Specific skill as a psychotherapist in individual, marital, group and family therapy.
4. Knowledge of behaviors/dynamics of clients who have severe and persistent mental illness and substance use disorders.
5. Ability to assess client service needs and to develop and monitor treatment plans to meet those needs.
6. Knowledge of behavioral health diagnoses and appropriate responses to crises.
7. Ability to remain calm, professional, and make appropriate decisions when immediate client care is required.

CORE KNOWLEDGE AND SKILLS:

1. Ability to effectively communicate orally and in writing.
2. Ability to establish and maintain effective working relationships with clients, supervisor(s), peers, service providers, and community partners in a way that supports the mission of the agency and the clients it serves.
3. Ability to comprehend and apply all applicable program standards set forth by Federal, State and agency requirements.
4. Computer literacy that allows for accurate and effective interaction and completion of reporting requirements.
5. Ability to abide by all policies and procedures of The Human Service Center including all documentation requirements and deadlines.
6. Ability to maintain the confidential nature of all consumer and business information per Federal and State regulations and agency policies and procedures.

Environmental Conditions, Physical Demands and Tools & Equipment Used in this Position Attached

This job description reflects management’s assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned or reassigned to this job at any time.

APPROVED:

Executive Director

Date

This job description has been discussed with me. I understand the responsibility of this position.

Employee Signature

Date

Original: 10/27/16
 Reviewed/Revised: 7/20/17
 Reviewed/Revised: 10/03/17
 Reviewed/Revised: 10/08/18