

Job Description

Behavioral Health Therapist



JOB TITLE:	Behavioral Health Therapist
DEPARTMENT:	Behavioral Health Program
REPORTS TO:	Clinical Supervisor
STATUS:	Full Time, Regular
FLSA:	Exempt
WORK SCHEDULE:	Monday to Friday 9am-5pm, and evenings as needed

PURPOSE

Under the supervision of the assigned Clinical Supervisor, the Behavioral Health **Therapist** delivers comprehensive therapeutic services to participants. Through a community-based approach, the BH Therapist provides individual and family therapy, parent coaching, Intake/Assessments, suicide risk assessment, crisis stabilization, treatment planning, and leads groups. In addition, they will provide referrals and coordination with medication providers, primary physicians, and other community partners to ensure seamless services and comprehensive care of the client we serve.

ESSENTIAL DUTIES

1. Consistently carries a variable caseload of low, medium and high acuity participants.
2. Consistently reaches expected client service hours of 55% of total monthly hours worked when carrying a full case load based on current needs of the clients serviced and ASC
3. Consistent provides service hours in accordance with King Counties tier level standards adopted in their new tier system that was implemented on July 1st, 2020.
4. Conducts assessments for participants and develops detailed, comprehensive treatment plans.
5. Utilizes evidence-based psychotherapeutic treatment methods to assess and treat participants presenting with a wide range of mental health and or psychosocial disorders in individual, family and group settings.
6. Responds to participants in crisis, conducts evaluations, coordinates with additional services and resources, and amends treatment plans as needed to reflect changes in participant's status and progress.
7. Identifies and ensures case management services ensuring quality wrap around services.
8. Conducts comprehensive intakes/assessments to include a psychosocial diagnostic assessment addressing numerous life domains utilizing interviews, collateral contacts, available clinical records, observations, and verified screening tools that support best practices.
9. Develops and implements collaborative comprehensive treatment plans using Evidence Based Practices (EBPs) with clearly identified goals.
10. Provides effective and timely mental health services and follow-ups in accordance with treatment plans, including collaboration with other providers associated with multi-system involved participants and their families (e.g. schools, juvenile rehabilitation, children's administration/DCFS, and Department of Developmental Disabilities).
11. Actively maintains a shared work calendar in our EMR system that indicates their work schedule, facilitates participant support, treatment, administrative requirements, meeting attendance, and all other therapist duties. This includes self-managed scheduling of appointments with assigned participants.
12. Prepares and maintains all required treatment records and reports in a timely manner and in compliance with all state and federal regulations; provides weekly reports to supervisor regarding completion of paperwork/casefiles
13. Adheres to program standards for documentation including updating EMR database records for assigned participants with all paperwork completed within a 24-48 hour period from engagement of services.
14. Maintains confidentiality of records in accordance with HIPAA and other federal, state, and county guidelines.
15. Complies with administrative documentation and fee collection protocols.
16. Provides information and referral to participants.
17. Actively participates in agency activities. This includes school and agency meetings, regular supervision, collaborative efforts, and consultations.
18. Abides by agency's workflows, protocols, and policies & procedures.
19. Maintains a flexible work schedule to provide quality services to participants and meet program goals (this may include work in the evening).

20. Performs other duties and special projects as assigned by supervisor, Program Director, or Executive Director.
21. Provides support, collaboration, and consultations as needed to promote counseling services with other ASC programs or to external agencies.
22. Maintains an active and appropriate credential with the State of Washington at all times.
23. Represents Atlantic Street Center at internal and external meetings pertaining to assigned clients.

QUALIFICATIONS

- Master's Degree in one of the Mental Health or Social Services sciences.
- Two years post graduate experience providing therapeutic services to diverse communities; LMHCA, LSWAIC or LMFTA; LMHC, LICSW, LMFT (preferred)
- Experience working in community-based mental health programs
- Experience working with children & youth, families & parents/caretakers within a family systems approach to care.
- Supports a positive and healthy work culture based on transparency, collaboration, honesty, and best practices.
- Supports a work culture that advocates for social justice for the populations that we serve.
- Strong skills and knowledge base of clinical care standards.
- Proven ability to deliver effective counseling services.
- Strong diagnostic skills and knowledge of DSM 5.
- Demonstrates strong knowledge of Evidence-Based Practices in a therapeutic setting.
- Ability to collaborate with team members and community partners in an affective and positive way.
- Work effectively under pressure and temporary increases to work load.
- Strong knowledge of regulations effecting the delivery of mental health services, including WAC, RCWs, King County policies and procedures and applicable ethical codes.
- Computer skills and proficiency with Microsoft Office suite software a must.
- Experience working with Electronic Medical Records systems software and databases preferred.
- Strong organizational skills and timely follow-up managing complex tasks.
- Knowledge of community resources in the greater King County area.
- Strong communication (written and oral), collaboration, and intervention skills.
- Able to effectively and respectfully resolve conflicts with clients, team members, and ASC leadership.
- Demonstrated ability to promote teamwork, collaboration, and quality performance standards
- Demonstrated ability to openly, honestly, consistently, and accurately communicate information to others in a manner that is respectful of various backgrounds (e.g. cultural, educational, religious, racial) creating two-way feedback channels and open dialogue.
- Proven record of accomplishment of providing services with the utmost of integrity and professionalism and assuming personal responsibility for one's actions.
- Proven ability to work successfully in a multi-cultural and multi-ethnic environment.
- Ability to Identify and understand the broader contexts of a situation
- Able to balance competing demands and maintain effective working relationships with staff, participants, volunteers, collaborators, and the public.

WORKING CONDITIONS

- Position requires working a schedule which may include some evenings.
- Must be able to access clients at all locations served by ASC and places frequented by clients.
- **Position requires driving your own vehicle on a daily basis to meet program needs.**
- Valid WA state driver license and car insurance is required per state law.

DISCLAIMER

This job description indicates in general terms, the type and level of work performed as well as the typical responsibilities of employees in this classification. The duties described are not to be interpreted as being all-inclusive to any specific employee. Management reserves the rights to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Nothing in this position description changes the at-will employment relationship existing between Atlantic Street Center and its employees.

“I have reviewed the job description above and accept all duties and responsibilities.”

Employee Name _____

Employee Signature _____ Date Signed_____.

APPROVED BY:

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Signature
Mei-Ling Morrison-Beals, Behavioral Health Program Director

Date Signed

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Signature
Dr. Pela Terry , Executive Director

Date Signed