**Job Description:** Behavioral Care Provider / Therapist

**Department:** Behavioral Health

**Reports to:** Behavioral Health Services Supervisor

**Job Description:**

A Behavioral Health Services Therapist or Behavioral Care Provider (BCP) will directly provide evidence based therapeutic interventions to medically, mentally or behaviorally-challenged clients of Community Health Alliances medical centers and their families. The position will be a part of a multi-disciplinary staff to assess, diagnose, plan and provide treatment for patients. Theses case may or may not involve patients with serious mental illness (SMI) or severely emotionally disturbed (SED) clients or clients without an SMI or SED diagnosis but who struggles with managing their physical health. The BCP may be asked to facilitate psychotherapeutic and psychoeducational groups to diverse groups of clients.

**Duties:**

1. Knowledge of, skills related to and ability to treat mental health issues.
2. Knowledge of, skills related to and ability to track on-going treatment of mental health patients.
3. Knowledge of methods, principles and techniques of social case work, psychotherapeutic interventions, and practice with individuals, groups and families.
4. Manage a caseload as determined with supervisor.
5. Skill in proper charting/coding of behavioral health services to ensure appropriate reimbursement for services provided.
6. Skill in operating personal computers utilizing word processing, databases, statistical and graphic presentations, and various general office equipment.
7. Skill in communicating and dealing with diverse groups of people individually and in group settings.
8. Skill in investigating case situations and ability to present this information to the medical staff in clear and concise manner.
9. Skill in organizing and prioritizing, especially in crisis situations.
10. Ability to perform psycho-social assessments including; relevant family and social history that may pertain to diagnosis and treatment.
11. Ability to work with families to improve communications reduces socially un-acceptable behavior, teach coping skills, and stress management.
12. Ability to write and carry out moderate to extensive treatment plans as required per case.
13. Ability to interpret patient’s treatment to patient’s family and help to reduce any obstruction or attitudes that may interfere with psychiatric care and treatment.
14. Participate in warm hand offs and assess and deliver interventions in real time
15. Deliver recommendations to primary care providers on their patients’ status and course of action needed.
16. Review completed behavioral health screenings and assess, plan, and implement interventions as needed.
17. Incorporates the principles of recovery and psychosocial rehabilitation; establishes a client-directed partnership that fosters independence, competencies and hope.
18. Conducts outreach at specified sites to identify clients in need of services.
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19. Documents assessments, plans, summaries, interventions and issues in a timely and accurate manner; maintains high quality records.
20. Submits monthly reports as directed.
21. Achieve an understanding of agency mission, strategic focus areas and overall goals and objectives. Contribute to the success of these areas.
22. Secure and document informed consent from all behavioral health clients.
23. Participate in case staffing and team meetings as requested.
24. Understand and apply all CHA Policies and Procedures.
25. Perform other duties as assigned.

Entry Level Qualifications
1. Knowledge of principles, practices, techniques, and trends in individual, family, and child and adolescent counseling.
2. Knowledge and experience with CBT, ACT and other evidence based interventions.
3. Theoretical basis and practical experience with crisis-intervention (e.g. suicidality, etc.).
4. Must possess the ability to express ideas clearly and concisely both orally and in writing.
5. Must be willing to work with adults and youth of diverse backgrounds and beliefs.
6. Must possess the ability to problem solve in urgent situations.
7. Knowledge of systems in a medical setting.
9. Must possess the ability to keep appointments punctual, maintain organization, and meet deadlines.

Special Requirements
1. Licensed Clinical Social Worker (LCSW) or Clinical Psychologist
2. If not licensed, then eligibility for licensure in Nevada or eligibility for clinical internship in social work.
3. Clinical Social Work Interns will perform their duties under the supervision of a clinical supervisor who is board certified and approved, be it within the CHA agency or outside the agency.
4. Be able to pass a background check
5. Bilingual preferred.
6. Must have reliable transportation to get to and from work
7. Willing to obtain needed medical screens and immunizations such as at TB test, Hepatitis, etc.
8. Must keep continuing educational credits up to date and in compliance of law as required by the employee’s governing licensing agency.

Customer Service:
Job Standard I: Confidentiality
1. Requires expeditious and accurate completion of required job duties to allow the successful completion of individual and corporate goals.
2. Works with the Behavioral Health Services Supervisor to provide mental health evaluations and resolve individual patient conflicts as quickly as possible.
3. Maintain confidentiality of records in accordance with HIPPA and Community Health Alliance (CHA) corporate policy. Keep all files in a locked file cabinet or drawer and/or office.
4. Communicate with Behavioral Health Supervisor as to progress and/or issues impeding progress for successful completion of any job requirements.

**Job Standard II: Supports the culture of CHA**

1. Works with minimal supervision as a team member in a self-directed environment, adhering to the mission and values of CHA.
2. Attends required department and organization staff meetings in order to be an informed employee.
3. Meets deadlines related to projects, regulatory and organizational policies and practices and as directed by Behavioral Health Services Supervisor.
4. Represents CHA in a positive, professional manner effectively communicating the mission and values of CHA to both internal staff and external clients.
5. Willingness to learn new skills and continuously improve processes as needed or required for success.

**Work Performance Standards Agreement**

**Behavioral Care Provider / Therapist**

The preceding functions have been provided as examples of the type of work performed by employees assigned to this job position. Management reserves the right to add, modify, change or rescind work assignments and to make reasonable accommodations as needed.

I understand that if I have any questions regarding any part of this position that I can ask the Behavioral Health Services Supervisor or the Human Resources Director.

I acknowledge that I have reviewed a copy of the job description and work performance standards as stated herein for the position of Behavioral Care Provider / Therapist.

I acknowledge that I able to perform all the duties specified above.

Employee Signature _____________________________ Date ______________________