

POSITION

Brooker Community Counseling Center Therapist

POSITION SUMMARY

The therapist's primary responsibilities include providing mental health assessment and treatment to community based youth and their families. These services are provided both in the Counseling Center and in the community.

SPECIFIC RESPONSIBILITIES include, but are not limited to:

1. Provide individual and group psychotherapy, and family treatment to assigned clients and their families, including home visits when appropriate.
2. Provide Community Psychiatric Support Treatment (CPST) with overall responsibility for care coordination and linkage with other community treatment resources, unless this responsibility is specifically assigned to a worker in another agency.
3. Provide specific intake/assessment services and treatment planning, as assigned by the supervisor, including development of differential diagnosis and treatment goals and objectives.
4. Cooperate with staff regarding specific program evaluation efforts, including the Feedback Informed Treatment tools.
5. Act as an advocate for clients with their significant others and community agencies.
6. Function as a resource person within your area of special expertise to other team members, and when necessary, to other Oesterlen programs and services.
7. Attend regular supervisory conferences, staff and team meetings.
8. Maintain clinical case records according to agency policy and Ohio Department of Mental Health Certification Standards. (See Electronic Health Records Addendum.)
9. Enhance professional growth through reading, conferences, and other in-service training.
10. Function on agency committee(s) for quality assurance or other special task groups.
11. Assume additional responsibilities as assigned by supervisor or Executive Director.

QUALIFICATIONS

A Masters degree in social work, counseling, or marriage and family therapy is preferred. Previous intensive therapy experiences with children and adolescents in a treatment setting preferred. This position requires skill in individual, group, and family therapy and also essential skills in collaborating with community organizations and systems. Ohio licensure or eligibility for same is required.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Moderately active, moderate level of stress with periods of heavy pressure.

JOB RELATIONS

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| Supervised by: | Residential and Counseling Center Clinical Coordinator |
| Supervises: | None |
| Promoted from: | No formal line of promotion |
| Promoted to: | No formal line of promotion |

**ADDENDUM TO JOB DESCRIPTIONS
REQUIREMENTS FOR ELECTRONIC HEALTH RECORDS (“EHR”) AND PRODUCTIVITY**

- 1) Be proficient in the use of the agency’s Electronic Health Record system. This includes being both accurate and timely* with the data entry required for EHR. Skills in using a desktop PC, laptop, or tablet are essential.
- 2) Enter client goals, treatment objectives, and notes in the EHR system.
- 3) Enter accurately and timely the information required for the agency to bill for services.
- 4) Be able to understand and effectively use reporting information provided by the EHR system.
- 5) Meet productivity objectives set by supervisor, as applicable to your position. While this percentage may vary from time to time or by position, it will never be lower than:
 - a. 55% for Residential; Brooker Community Counseling; and, IHBT Therapists
 - b. 5% for Foster Care Case Managers; and
 - c. 30% for the Nurse.

****Timely defined as “data entry completed simultaneously in work with clients or within 24 business hours of work activity.***

I understand that my performance of the above job duties will be an important part of my job evaluations from this point forward. The agency will provide support and training to assist me in becoming proficient with EHR.

I acknowledge that I have been given a copy of my job description, including this addendum, on the date below and have had an opportunity to ask any questions I may have about the agency’s initiation of an EHR system. I understand that the success of the EHR system is crucial to both the quality of the agency’s clinical records (which can affect agency licensure and accreditation) and the agency’s timely and accurate billing for services provided (which can affect financial sustainability). The importance of my role in the success of EHR cannot be over-stated and is the reason this additional documentation is being reviewed with me and placed in my Personnel File.

Printed Name

Date

Signature

Date

Printed Name

Date

Supervisor / Director

Date