



## Job Title: BEHAVIORAL HEALTH THERAPIST

Department /Office: Social & Behavioral Health Services

Reports to Whom (title): Clinical Psychologist

Salary / Hourly Range: 50

Job Classification Code: 8833

Level of Background Check: 1B

FLSA Status: EXEMPT; Full-time

Driving Required: Yes, As Required

Revision Date: 09/21/2012

### **JOB DESCRIPTION:**

This position is primarily responsible for providing direct treatment services with assigned clients, behavioral health assessments, service planning and implementation, individual and group therapy, case management, crisis intervention, outreach services, and collaborative service documentation. This position will provide service to a broad-based population with complex needs in a recovery-oriented system of care. Experience working with individuals with serious mental illness as well as trauma and substance use is critical.

### **SCOPE:**

As an Independently licensed mental health professional (or mental health professional practicing under supervision) experienced in problems in relating to clients, the incumbent frequently assists with the more difficult cases, assesses the situations involved, prepares reports of findings with recommendations as appropriate actions within the framework of mental health resources available. The work involves a variety of unrelated processes and methods in psychotherapy, counseling and client assessments. The selection of appropriate casework methods and treatment techniques are based on circumstances requiring flexibility, refining and variations in approach. The incumbent initiates and develops service plans in compliance with established program regulations, policies, professional standards and appropriate cultural values.

### **KEY DUTIES AND RESPONSIBILITIES:**

(The following examples of duties are intended to be illustrative only and are not intended to be all inclusive or restrictive.)

1. Manages a caseload and provides individual and family therapy, supportive counseling, establishes individualized treatment and transfer/discharge plans.
2. Conducts assessments; diagnostic evaluations which includes obtaining personal, social emotional and substance abuse history; determines the cause, nature and severity of the client's current mental status and assists clients and families in understanding the nature of their physical, mental or emotional disorder; provides emotional support and information to assist in identifying external stressors that contribute to the client's problems.
3. Monitors client's use and response to medication; reports adverse reactions or failure to maintain stability to psychiatrist or primary care provider.
4. Serves as a consultant to community agencies, and other professionals on complex client placement and mental health issues; provides community outreach and makes special presentations within the community.
5. Works closely with Community Counseling Center (CCC) regarding out of home placements and participation in residential facility CFT/AFT case staff meetings. May include transporting family members to case staffing or scheduling conference calls.
6. Participates in the Utilization Review meetings, in rotation of auditing and monitoring Behavioral Health client charts and serving on the Quality Assurance Team. Also serves on the Chain of Command during the absence of the supervisor.
7. Completes documentation in case records, completion of assessments for services, annual updates, consultation with other providers, mental status evaluations, crisis intervention, treatment and discharge planning according to Behavioral Health, ABHS, Federal, State, Hopi Tribal guidelines/Standards.
8. Intervenes in crisis situations when a patient exhibits acute psychiatric symptoms which present an immediate threat to the client or others and participates in 24-hour day/evening, weekend on-call rotation schedule for crisis intervention services in the Hopi Health Care Center Emergency Room.

### **PERSONAL CONTACTS:**

Contacts are with employees within/outside the immediate work area, clients, personnel of federal, state and tribal government agencies/organizations and the general public. The purpose of these contacts is to exchange factual information, coordinate services and establish a network of resources benefitting the client. Contacts may be difficult due to the client's/individual's attitude or reluctance to obtain/supply the needed information.

### **PHYSICAL EFFORT & ENVIRONMENTAL FACTORS:**

Work is performed in a standard office environment and occasionally in the community when conducting public meetings; requiring normal safety precautions typical of office/meeting rooms and working around office machines/equipment. The incumbent will be expected to work evening, weekends and/or holidays and/or 24 hour on-call basis. Travel on and off the reservation is required.

**MINIMUM QUALIFICATIONS:**

1. Required Education, Training and Experience:
  - A. Education: Master's Degree in Psychology; Social Work, Counseling or related Behavioral Health Sciences field; AND
  - B. Experience: Three (3) years related work experience maintaining a client caseload for individual/group psychotherapeutic assessment and counseling; OR
  - C. Any equivalent combination of education, training and experience that demonstrates the ability to perform the duties of the position.
2. Required Knowledge, Skills, and Abilities:
  - A. Knowledge:
    - Knowledge of the psychological, social and emotional factors contributing to antisocial behavior, substance abuse, poor school performance and mental illness
    - Knowledge of community based behavioral health principles and psychotherapeutic treatment, assessments and interventions, especially cognitive-behavioral health, pragmatic family therapies and substance abuse therapy methods
    - Knowledge of community resources and human services network
    - Knowledge of and appreciation for Native American cultural and tradition in the application of mental, physical healing
    - Knowledge of the economic, social and cultural environment of the Hopi Tribe
    - Working knowledge and techniques of community mental health
  - B. Skills:
    - Skill in using various treatment modalities appropriate for specified population, utilizing strength-based therapeutic approaches.
    - Working skill in maintaining Behavioral Health record requirements and professional documentation
    - Good oral and written communication skills
    - Good skills in interviewing and counseling individuals and families
    - Skill in working in a team environment, organized and computer literate
  - C. Abilities:
    - Ability to develop cooperative relationships with clients, their families, and the community
    - Ability to understand the behavior of people under stress
    - Ability to maintain relations with physicians, law enforcement agencies, the courts, public and private administrators and the community in general
    - Ability to interpret community mental health and chemical dependency services
    - Ability to prepare concise and complete client treatment and progress records

**NECESSARY SPECIAL REQUIREMENTS:**

1. Must complete and pass the pre-employment screening in accordance with Hopi Tribal Policy.
2. Possess a valid Arizona Driver's License and complete the Hopi Tribe's Defensive Driving course.
3. Complete/pass a sensitive background investigation and fingerprint check in accordance with Hopi Tribal Policy.
4. Arizona State License eligible for Certified Counselor and acquire license within twelve (12) months of employment.
5. Maintain confidentiality of client records, documents, etc. as stipulated under the Plan and the Privacy provisions of the federal Health Insurance Portability and Accountability Act of 1996.

**DESIRED SPECIAL REQUIREMENT:**

1. Licensed or licensable in the State of Arizona.
2. Ability to converse fluently in the Hopi Language.