**Position Title:** Behavioral Health Provider

**JOB SUMMARY:**

Provides clinical assessment, crisis intervention, case management, individual and family therapy within a primary care setting. Documents interactions on medical charting software; consults with medical staff, billing staff and care coordination staff. Works with a diverse client population in a variety of treatment approaches and settings.

**CHARACTERISTICS, DUTIES & RESPONSIBILITIES:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Embrace the mission, vision, and values of [CHC].

* Perform intakes, assessments, and develop treatment plans for patients.
* Monitor patient progress and adherence to treatment plan and documentation in accordance with related policies in the EMR.
* Establish and maintain working relationships with community resources and agencies (Center for Mental Health, Region 10, Hilltop, etc.)
* Follow all safety rules and procedures for work areas.
* Ensure the functions and activities of this department and embrace the philosophy, mission, and values of [CHC].
* Adhere to the guidelines and procedures of [CHC].
* Identify patients who could benefit from Behavioral Health services and coordinate with medical team to provide those Services.
* Connect with referred clients during PCP visits (warm hand offs) skillfully and effectively.
* Provide individual or family treatment using a Solution Focused Brief Treatment Model.
* Provide crisis intervention, short-term and traditional outpatient behavioral health therapy within the clinic.
* Provide psychoeducation in all areas of behavioral health and chronic disease management.
* Accurately chart and enter data in the medical services system (electronic health record).
* Effectively and efficiently consult with all care providers at [CHC]. This needs to include competency in working with primary medical teams and a basic understanding of disease management principles; team based medical care, and coordination of care principles.
* Refer clients to appropriate community agencies.
* Abide by confidentiality guidelines and HIPPA compliance standards.
* Active involvement in clinic meetings and agency staffing to ensure continuity of care and ongoing program improvement.
* Participate in multidisciplinary team meetings and supervisory sessions as required.

1. Additional duties and responsibilities

* Comply with all [CHC] Credentialing requests in a timely manner.
* Comply with all Human Resource processes and programs.
* Serve on an internal [CHC] taskforce as necessary.

1. Miscellaneous Duties as Assigned:

* Perform such other duties or projects as determined by this position’s supervisor
* This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related duties requested by their supervisor

**JOB QUALIFICATIONS:**

1. Education or Formal Training & Experience:

* Licensed LCSW/LPC or LPCC by the [State]
* LAC or CAS preferred
* BLS/CPR certification.

1. Knowledge, Skill & Ability:

* Excellent organizational skills.
* Conversational Spanish desirable.
* Essential to have ability to understand verbal information, ability to exchange verbal information with others and ability to present information verbally.
* Essential to have ability to read and understand written materials and ability to compose information/instruction in written form.
* Essential to have analytical and problem-solving skills.
* Ability to produce written documentation of clinical work in a manner readily understood by other service providers.
* Ability to demonstrate appropriate clinical judgment when assessing the level of risk and determining resolution of client emergencies, resulting in a safe outcome.
* Experience providing behavioral services in a community-based setting serving at risk and or underserved populations.
* Experience with providing behavioral health services to a wide spectrum of ages and life stages.
* Working knowledge of Windows based computer applications to include Microsoft Word, Excel, Outlook and internet access.
* Ability to operate standard office equipment including computer keyboard, calculator, copy machine, fax and multi-line telephone.
* Interpersonal and communication skills to develop and maintain effective working relationships with all internal and external customers.
* Ability to organize and prioritize workload in a sometimes-hectic environment with frequent interruptions.
* Sensitivity to low income, ethnic minority community.

1. Physical Requirement and Workplace Environment:

* Requires travel to all [CHC] sites.
* Requires periods of standing and walking.
* Requires long periods of time sitting while on the telephone and/or doing computer work.
* Requires sufficient near vision to be able to read documents and computer screen.
* Essential to have ability to lift, carry, push and pull up to 35 pounds.
* Essential to have ability to stoop, kneel, bend, crouch, twist and reach.
* Essential to have ability to hear routine conversations.
* Essential to have ability to comprehend both oral and written communications.
* OSHA Classification is Category I: All procedures or other job-related tasks that involve an inherent potential for mucous membrane or skin contact with blood, body fluids or tissue, or a potential for spills or splashes of these fluids.
* HIPAA Classification: Unrestricted Access: A workforce member with unrestricted access will have full access to patient’s protected health information, including the patient’s entire medical record, for patient care purposes.