**SUMMARY POSITION STATEMENT**

This position is responsible for providing outpatient psychotherapy to agency clients. Assess and evaluate individuals' problems through the use of case history, interview, and observation and provide individual or group counseling services to assist individuals in achieving more effective personal, social, educational, and vocational development and adjustment.

**ESSENTIAL FUNCTIONS/ROLES & RESPONSIBILITIES OF THE POSITION**

* Provide psychotherapeutic services to clients in the agency.
* Provide assessment through a variety of psychological and/or psychosocial evaluation/testing techniques.
* Provide counseling through a variety of treatment modalities, with an emphasis on brief treatment, group work and family therapy.
* Act as liaison with other community agencies on the client’s behalf when appropriate.
* May participate in supervision as requested by the Director of Behavioral Health.
* Provide consultation and education to other agency staff.
* Provide clinical supervision to non-psychologists
* Be available for credentialing from CPH for on-call temporary fill in work
* Responsible for maintaining professional, respectful and effective working relationships with staff, patients and community professionals/agencies.
* Responsible for documenting service encounters in a thorough, accurate and timely manner. Documentation shall be compliant with supervisory instruction and according to protocols established by the health center and Medicaid standards.
* Participates in periodic trainings, and satisfactorily completes required training in a timely manner.
* Adheres to appropriate professional, ethical, and legal standards, and complies with organizational privacy and client confidentiality practices.
* Provides high levels of direct client contact/service.
* Performs other duties as assigned.

**LEGAL CONCEPTS**

* Maintain confidentiality.
* Follow federal, state and local legal guidelines.
* Maintain HIPAA compliance.

**POSITION REQUIREMENTS**

License: Licensed Clinical Psychologist.

Experience: Experience in working with severely mentally ill adults or severely emotionally disturbed children.

**JOB REQUIREMENTS:**

* Ability to work in a team and independent setting, good communication and organizational skills required.
* Ability to work effectively with area agencies on behalf of the patient and family.
* Establish and maintain the confidence and cooperation of patients and persons connected to the course of work.
* Possess excellent written and oral communication skills. Must have the ability to prepare clear and understandable written documentation and communication materials.
* Demonstrate the ability to interact effectively with employees when conveying information and resolving issues.
* Working knowledge of health care industry.
* Demonstrated positive problem-solving skills and prior experience working with SMI and SED youth and families is preferred.
* Must be computer literate and type a minimum of 25 wpm.
* Able to work effectively with people who have a diverse set of personalities.
* Positive work ethic and attitude.
* Must pass State-required background check.
* A valid driver’s license is required.
* If licensed, must be willing to go through proctoring process at CPH to be backup to emergency services clinician.
* Ability to sustain high levels of direct service.

**CORE VALUES**

* Treat all co-workers and clients with dignity and respect.
* Project a professional manner and image.
* Adhere to ethical principles.
* Communicate professionally & effectively – focus on cooperation and win/win outcomes.
* Serve as Community Liaison.
* Abide by the policies and procedures outlined by the health center including the Employee Manual.
* Follow and enforce the mission statement of the health center.
* Report any safety and/or health concerns to management as soon as they become apparent.

**TYPICAL PHYSICAL DEMANDS:**

* Occasional bending, stooping and stretching
* Requires eye-hand coordination and manual dexterity sufficient to operate a keyboard.
* Requires occasional lifting papers or boxes up to 15 pounds.

**JOB RELATIONSHIPS:**

* Coordinates duties with Director of Behavioral Health