|  |  |
| --- | --- |
| C:\Users\tim.young\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\40D47DFC.tmp  **MISSION**  *To provide affordable quality health care for our community.* | **JOB DESCRIPTION**  **POSITION: Behavioral Health Counselor**  Reports to: Director of Social Services  Revised: October 2019  Department: Behavioral Health  FLSA: Non-Exempt |

**Job Purpose:**

The Behavioral Health Counselor will attempt to improve the quality of life for people with HIV by reducing the psychological burdens influenced by their disorder(s). The Counselor will conduct client assessments, implement therapeutic strategies, complete individual service plans, educate clients regarding medication and do referrals as necessary.

**Essential Job Functions, but not limited to:**

1. **Satisfies Core Competencies**

* Accepts responsibility for ensuring that performance meets the standards of the professional, ethical and relevant legislated requirements.
* Demonstrates cultural competency and commitment to patients.

1. **Patient Screening/Assessment**
   * Conducts diagnostic evaluations, assigns appropriate DSM and ICD diagnoses and provides treatment for patients who are eligible for grant funded services.
   * Completes required documentation and paperwork including biopsychosocial assessments.
   * Evaluate patients through observations, tests, surveys, interviews and other methods.
   * Collaborates and consults with medical providers, social service agencies as well as city, state, and federal funding and placement agencies through oral and written presentation of clinical findings and recommendations.
   * Conduct comprehensive assessment of client needs.
2. **Treatment Planning and Follow-Through**

* Address referrals from various referral sources including external partners, providers, Social Services Department, Community Health Services Department via various routes including warm hand-offs.
* Participate in case conferences to assess needs and coordinate services.
* Provide therapeutic services to patients and their families.
* Work in collaboration with multidisciplinary team members including external partners, providers, nurses, social services staff, community health services, and administrative staff in treatment planning and implementation in a timely manner.
* Negotiate with clients to develop individualized service plans with specific goals and objectives which may include housing, child care, vocational training, etc.
* Provide and follow up on referrals to community services, including advocating for clients and problem solving with community agencies.
* Coordinate all aspects of behavioral health care management.
* Maintain confidential client records and files and prepare reports as required.
* Assist with crisis intervention as needed.

1. **Reporting and Program/Staff Development**

* Maintains weekly scheduled appointments in our electronic records systems.
* Attend all mandatory meetings and trainings assigned by supervisor.
* Collaborates with team members and leadership in writing/reviewing program and departmental policies and procedures as needed.
* Assist with enhancing referral network according to clinic established protocols.
* Assess, train and plan for possible implementation of a MAT program.
* Maintains CEs as required by applicable licensing body.

**Required Education:**

* Bachelors degree in social work required
* Masters degree preferred.

**Skill, Licensure, and Knowledge Qualifications:**

* Must maintain Louisiana state licensure to provide mental health services (LCSW/LMSW/LPC/PLPC/LMFT).
* At least one (1) year of paid post-degree experience in clinical experience providing mental health and substance use disorder services is preferred.
* Knowledge and experience with evidence-based practices, including trauma informed care framework.
* Knowledge and experience working with co-occurring disorders (mental health and substance use) is preferred.
* BLS for healthcare provider is required.

**Physical Demands**:

The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* While performing the duties of this job, the employee is regularly required to, stand, sit; talk, hear, and use hands and fingers to operate a computer and telephone keyboard reach.
* Specific vision abilities required by this job include close vision requirements due to computer work.
* Light to moderate lifting is required.

**Work Environment:**

The work environment characteristics described here are representative of those the employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* Moderate noise (i.e. business office with computers, phone, and printers, light traffic).
* Ability to work in a confined area.
* Ability to sit at a computer terminal for an extended period.

**Travel or Special Requirements:**

Driving during the workday as well as local or out of state travel may be required to perform job duties.

I read and understand the requirements to fulfill the responsibilities associated with this job description.

I agree to abide by all the duties and responsibilities for the job including and reasonable request from my supervisor. I also understand that I will be evaluated based on these job specific performance standards.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Name Employee Signature Date