

County of Humboldt Job Specification
BEHAVIORAL HEALTH CLINICIAN I/II
Classification 0909
FLSA: Exempt



DEFINITION

Under direction or general direction, provides behavioral health clinical intervention and recovery services to assigned clients; manages a psychiatric caseload for adults, juveniles, and children; evaluates patients in multiple facilities, including in-house, out-patient, clinics, and correctional/jail facilities; performs psychotherapeutic counseling, including individual, group, family, and other approved techniques; provides outreach, and emergency services and counseling in crisis situations; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direction (Behavioral Health Clinician I) or general direction (Behavioral Health Clinician II) from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Behavioral Health Clinician I: This unlicensed classification is the first working level in the Behavioral Health Clinician series responsible for providing professional behavioral health casework and psychotherapeutic support to clients. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Initially, under clinical supervision, incumbents are assigned the more routine client casework and support duties. Incumbents may advance to the Behavioral Health Clinician II after gaining the necessary experience, qualifications and licensure to demonstrate proficiency for the Behavioral Health Clinician II classification.

Behavioral Health Clinician II: This licensed classification is the fully qualified journey-level in the Behavioral Health Clinician series responsible for providing professional behavioral health casework and psychotherapeutic support to clients. Positions at this level are distinguished from the Behavioral Health Clinician I level by the acquisition of licensure, which is required for performance of the full range of professional clinical duties assigned to the series. Positions in the classification rely on experience and judgment to perform assigned duties and to ensure efficient and effective client care services. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines and methods to deliver services. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignment of different positions.

Some duties, knowledge, skills, and abilities may be performed in a learning capacity for entry-level (I Level) positions

- Evaluates patients in a variety of in- and out-patient settings, including Juvenile Hall, County Jail, County behavioral health offices, hospital emergency, the Crisis Stabilization Unit, and other settings; obtains a patient history and conducts behavioral status exam.
- Receives and responds to crisis hotline and emergency calls, walk-ins, and field contacts; provides evaluation and diagnosis of patients and makes appropriate referrals for support services; works with hospital medical staff and County behavioral health management to evaluate the client's risk or danger to self and others; assists in establishing an aftercare plan, or psychiatric hospitalization, depending on the client's best interests.
- Makes presentations of physical and behavioral condition findings to on-call psychiatrist, who determines if medication should be prescribed; reports and consults around any suspected adverse medication effects
- Consults with, and serves as a liaison for, community agencies and other behavioral health programs and services to evaluate community health needs and services.
- Provides individual or group therapy using a variety of counseling techniques and modalities; provides psychotherapy to chronically behaviorally ill persons who need periodic maintenance appointments, and brief therapy for clients experiencing situational-type problems.
- Provides case management services to severely behaviorally ill clients, including out of home placements; determines suitability of treatment facilities or prospective foster parents based upon an analysis of individual psycho-social needs.
- Collaborates with the Office of the Public Guardian-Conservator for behavioral health clients who have been conserved; clinically evaluates clients to represent their interests in treatment and placement; researches treatment resources available on a local and regional basis to ensure optimal client placement.
- Participates as a member of a multi-disciplinary treatment team providing critical clinical input related to patient diagnosis and recommended treatment plans; presents findings and clinical observations; receives clinical feedback and assistance in managing transference/counter-transference; participates in case conferences and consults with psychiatric staff to review patient cases and resolve difficult therapeutic problems.
- Evaluates clients for voluntary and involuntary commitment; signs commitments for clients requiring hospitalization after completion of county training and designation.
- Participates as a member of a multi-disciplinary treatment team providing consultation to school and adult programs; performs program planning to develop and implement services appropriate to assisting both child and adult psychiatric patients.
- Conducts discharge planning with clients; gathers resources; provides therapy; completes safety plan; and facilitates referrals and interagency services.
- Performs detailed patient record documentation and maintains caseload records; prepares intake and discharge summaries, progress notes, and treatment reviews.
- Performs related duties as assigned.

The requirements listed below are representative of the knowledge and ability required.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

QUALIFICATIONS

Knowledge of:

- Operations, services, and activities of a comprehensive behavioral health program which encompasses adult, juvenile, and children services.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures including confidentiality laws.
- Principles and practices of clinical casework.
- Social, psychological, and physical causes of behavioral disorders and chemical dependency.
- Application of general psychiatric emergency intervention and diagnostic principles.
- Principles and practices of crisis intervention and conflict resolution, including management of assaultive behavior, seclusion, and restraint philosophies.
- Short- and long-term therapeutic methods.
- Concepts and principles related to adult and child psychology, including theories of human behavior and personality development.
- Case management principles, practices, and processes related to the assessment, care, treatment, and documentation of individuals with behavioral disorders.
- Methods and techniques of conducting assessments, interviewing clients, and preparing reports and treatment plans.
- Theories, and principles and practices of group and individual counseling and therapies.
- Latest trends and research in the diagnosis and treatment of patients.
- Mandated reporting requirements, ethics, and laws.
- Normal and abnormal development, including impact of environmental, trauma, and personality development.
- Theory and principles of Maslow's Hierarchy of Needs.
- Community resources available to clients.
- Community socioeconomic and cultural demographics.
- Laws and regulations governing patient rights as it relates to treatment options including commitment.
- Principles and practices of complex documentation preparation and recordkeeping.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Provide professional behavioral health clinical intervention and recovery services and manage a psychiatric caseload in multiple settings.
- Conduct psychiatric assessments; and plan, develop, and implement comprehensive treatment plans, programs, and services either internally or with external service providers.

- Evaluate patients for medication needs and consult around any suspected medication reactions.
- Analyze crisis situations and determine appropriate courses of action.
- Collaborate and present progress reports and related findings to team members.
- Coordinate emergency psychiatric support services with appropriate hospitals and other providers.
- Conduct group and individual client therapy to clinically assess, diagnose, and treat clients.
- Understand and apply criteria for various diagnoses.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed, including those related to patient privacy.
- Effectively represent the department and the County in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a master's degree from an accredited college or university with major coursework in psychology, social work, marriage and family therapy, psychiatric nursing, or a related field

and

Level I: one (1) year of professional-level counseling/therapy experience in a behavioral health inpatient or outpatient setting. See licensure requirements under "Licenses and Certifications".

Level II: two (2) years of professional-level counseling/therapy experience in a behavioral health inpatient or outpatient setting. See licensure requirements under "Licenses and Certifications".

Licenses and Certifications:

- Specified positions may require the possession of a valid US driver's license upon date of application. Specified positions must obtain California driver's license following hire date per California DMV regulations.
- Level I: Must be a registered intern or eligible to register as an intern in the State of California at time of appointment. Must either be eligible to obtain an appropriate license and/or waiver

under the provisions of Welfare and Institutions Code Section 5751.2 to practice as a Licensed Clinical Social Worker, Marriage and Family Therapist, Professional Clinical Counselor, Clinical Psychologist, Registered Nurse, or Psychiatrist in the State of California.

- Level II: Must possess appropriate licensure to practice as a Licensed Clinical Social Worker, Marriage and Family Therapist, Professional Clinical Counselor, Clinical Psychologist, Registered Nurse, or Psychiatrist in the State of California.

PHYSICAL DEMANDS

- Mobility to work in a standard office, hospital, and in-patient/out-patient, clinic, jail or juvenile facility and use standard office equipment, including a computer, to operate a motor vehicle to visit various County and meeting sites. Standing in and walking between work areas is frequently required. Positions in this classification frequently bend, stoop, kneel, and reach to perform assigned duties, as well as push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds with the use of proper equipment.
- Vision to read printed materials and a computer screen.
- Hearing and speech to communicate in person and over the telephone.
- Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment.

ENVIRONMENTAL CONDITIONS

- Employees work in an office, out-patient, clinic, jail, juvenile facility or locked psychiatric facility environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances.
- Employees may work outdoors and are occasionally exposed to loud noise levels and cold and/or hot temperatures.
- Employees interact with clients with behavioral disorders/erratic and assaultive behavior, including those which require emergency crisis intervention.
- Incumbents may be exposed to blood and body fluids in performing their assigned duties.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

ADDITIONAL REQUIREMENTS

- Must be willing to work after hours, weekends, and holidays as needed.
- Some departments may require pre-employment screening measures before an offer of employment can be made (i.e. background screening, physical examination, etc.).