



JOB DESCRIPTION Outpatient Therapist

JOB TITLE:	OUTPATIENT THERAPIST	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time
SALARY LEVEL:	Classification 4	
REPORTS TO:	Center Supervisor	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt
STATUS:	Non-Union/Union	

QUALIFICATIONS:

Education: Requires minimum of a Master's Degree in Clinical Psychology, Professional Counseling or Social Work with appropriate State of Michigan License.

Experience: Supervised clinical experience required including assessment, treatment planning and treatment. Lived experiences with behavioral health issues are valued.

Other: Capable and willing to provide behavioral health services on site and in off-site treatment settings.

SUMMARY OF RESPONSIBILITIES:

The Outpatient Therapist provides professional therapy services to qualified individuals, families and groups. Provides referral, consultative, and education services to individuals, agencies, organizations, and the community.

ESSENTIAL JOB FUNCTIONS:

1. Performs mental status and diagnostic intake evaluations.
2. Develops treatment plans consistent with person-centered guidelines and utilization management criteria.
3. Provides individual, family and group therapy.
4. Provides outpatient crisis intervention and emergency services.
5. Utilizes the consultation services of agency psychiatrists, as needed.
6. Actively participates in afterhours Emergency Services System.
7. Provides treatment, evaluation and consultation services in areas of expertise to other NCCMH programs.
8. Provides consultation and education to other community agencies and organizations.
9. Maintains good interagency relations with community resources.
10. Submit provider activity data and other reports as required.
11. Provides complete and timely documentation for the clinical record.
12. Keeps the agency information management system updated in accordance with agency policy and procedure and Medicaid requirements.
13. Meets direct and indirect service activity expectations.
14. Performs other related duties as assigned by supervisor.



JOB DESCRIPTION

Outpatient Therapist

PHYSICAL REQUIREMENTS:

Ability to walk, bend, stand, sit, lift to 50 pounds with or without assistance, stretch/reach, hear, see, hand/finger dexterity and drive a vehicle. Must be free of physical limitations. Position requires physical ability to complete and maintain certification in CPI techniques which will be a training class provided to the job incumbent. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions in accordance with applicable laws.

OTHER REQUIREMENTS:

- Must be current in Adult CPR and First Aid; provided by NCCMH.
- Must have working knowledge and the ability to use Microsoft Outlook, Word and Excel.
- Must be able to learn and use NorthStar - Electronic Medical Records Software upon completion of required training.
- Complete initial training in Non-Violent Crisis Intervention (CPI); provided by NCCMH.
- Have own phone for communication and reliable access to messages.
- Have reliable transportation in carrying out agency duties.
- Possess a valid Michigan's driver's license and have a satisfactory driving record.
- Ability to work within guidelines of the code of conduct, regulatory compliance plan and personnel policies.
- Supports a philosophy of service delivery that is recovery-based, person centered and culturally competent.
- Adhere to applicable policies and procedures as required by the Department of Community Mental Health, the Mental Health Services Board, and other pertinent regulatory agencies.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.