**Hope – Empowerment – Purpose**

**Make a difference!**

**Cobb County Community Services Board**offers a generous benefits package for **full time employees**, which includes employee Retirement Plan, Paid Holidays, Paid Time Off (PTO); Health, Dental, Vision, Legal, Short Term Disability, Long Term Disability, Critical Illness (AFLAC), Life Insurance, Flexible Spending Account and Dependent Care Account.

**JOB TITLE**: Mental Health Clinician

**PROGRAM**: Assertive Community Treatment

**FLSA STATUS:** Exempt

**REPORTS TO**: ACT Supervisor

**JOB SUMMARY**:Participates as a member of an interdisciplinary treatment team serving individuals with severe and persistent mental illness. Provides case management and crisis interventions with individuals. Provides direct care in a recovery focused environment. Provides direct care services including behavioral health assessments, treatment plan reviews and treatment planning. Provides therapeutic services to individuals, groups and families.

**DUTIES AND RESPONSIBILITIES**:

**Job duties Percentage of Time**

* Provides assessments and therapy. - 30%
* Provides crisis management. - 20%
* Participates in Treatment team meetings and reviews. - 10%
* Completes Trainings - 10%
* Maintaining accurate treatment records - 30%
* Direct Care – provides a minimum amount of billable services {20} per week to include: assessments, therapy, assisting individuals with identifying and accessing resources. Completes discharge summaries, level of care determinations and treatment planning.
* Administrative – Completes surveys, reports and data collections as needed, timely completion of agency trainings, follows daily schedule as directed, attends and participates in treatment team meetings, maintains licensure/credentials by completing all CEUs per licensing board requirements.
* All other duties as assigned.

**KNOWLEDGE, SKILLS & ABILITIES**

* HIPAA and compliance standards.
* Assessment Tools {ANSA/CANS, CSSRS, BHA}.
* Understanding of recovery principals.
* Understanding of evidence based practices within service provision.
* Knowledge of the DSM-V and diagnostic impressions.
* Maintains electronic medical records.
* Provides crisis intervention management.
* Maintains person-centered planning.
* Completes collaborative documentation
* Works within DBHDD guidelines.
* Establishes and Maintains professional boundaries.
* Meets agency productivity standards while maintaining a high quality of therapeutic care.

**PERFORMANCE INDICATORS**

* Complete 100% of productivity standards per month.
* Complete 100% of documentation standards daily.
* Provide 50% therapy and 50% ADLs to individuals served daily.

**PHYSICAL REQUIREMENTS AND WORKING ENVIRONMENT**

* Exposure to hot, cold, wet, humid or windy conditions caused by weather while traveling from office to field visit.
* Sit for long periods of time.
* Bend or twist their body.
* Occasional lifting up to ten lbs
* Must be able to work in climate controlled environment
* Requires interaction with co-workers, residents and vendors
* Ability to climb up and down building stairs

**MINIMUM QUALIFICATIONS**:

1. Education – Master’s Degree in Social Work, Counseling or related field.
2. Licensure/Certification – LMSW, LAPC, LAMFT, LCSW, LPC, LMFT
3. Experience – Minimum of two (2) years’ experience in a human service field.
4. Other - Criminal background check clearance, official academic transcripts, valid driver’s license/ID, drug screen, TB test

**PREFERRED QUALIFICATIONS:**

1. Licensure/Certification – LCSW, LPC, LMFT
2. Experience – Three (3) years working in a human service field with knowledge of SPMI, Addictive Diseases, Children, Etc.