

JOB DESCRIPTION

JOB TITLE: Therapist I
DEPARTMENT: Residential/Outpatient Services
REPORTING TO: Residential/Outpatient Manager
DATE: Rev. 07/2024

POSITION OVERVIEW

The role of Therapist I involves conducting individual counseling and facilitating group sessions, maintaining thorough and timely documentation in the electronic health record of clients/patients, developing treatment plans, and coordinating discharge planning. Additionally, the Therapist I often engages with other agencies, advocates for clients/patients, and offers case management services as needed.

SCOPE OF RESPONSIBILITIES

- Provide individual counseling and/or group facilitation to clients/patients with mental health and substance abuse disorders.
- Maintain concise, timely, and thorough documentation in the client/patient electronic health record as defined by agency standards.
- Conduct discharge planning based on the patient's/client's needs.
- Demonstrate a "whole person" approach to care, including the patient's/client's family/support system when appropriate.
- Attend all required internal training and optional external training regarding evidence-based practices for Behavioral Health.
- Complete assigned agency tasks in a timely manner.
- Provide crisis intervention and support to clients in emergency situations under the supervision of an agency clinical supervisor.
- Participate in scheduled meetings, including treatment team and staff meetings.
- Develop networks of care for the betterment of the client.
- Participate in multidisciplinary team to foster a network of support and diverse views regarding clinical issues that arise in the performance of direct service functions.
- Meet regularly or monthly with the clinical supervisor to problem-solve, review productivity, and ensure clients' needs are met.
- Proficiency with biopsychosocial assessments
- Willingness to complete peer reviews and make appropriate corrections
- Provide flexibility and adapt to a rapidly changing environment.
- Assist in the development and implementation of techniques, procedures, and systems designed to improve the level of care or quality of services as identified or needed for new and existing programs.

- Maintain all certification standards required by funding sources, the State of Ohio, and the agency; participate in educational and training opportunities to enhance professional knowledge and skills.
- Perform other duties as assigned.

SKILLS AND QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. **Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

Knowledge and Abilities

- Ability to communicate and interact with patients/clients in a compassionate, concerned, and supportive manner that promotes understanding and recovery from substance use and mental illness.
- Ability to interact with the community, interpret information, and prepare reports as needed.
- Understanding of the Diagnostic and Statistical Manual, current edition, American Society of Addiction Medicine (ASAM) criteria, accepted practices of documentation, and knowledge of evidence-based practices including Trauma-Informed Care, Housing First, etc.
- Ability to manage assigned caseload and responsibilities.
- Proven proficiency in both oral and written communication skills.
- Organizational skills and the ability to manage and complete multiple tasks.
- Strong interpersonal skills and the ability to interact and deal effectively in a positive manner with the public, team members, and elected officials.

Position Requirements

- Bachelor's degree in psychology, social work, counseling, or a related field.
- **Licensed Professional Counselor (LPC), or Licensed Social Worker (LSW) in the state of Ohio.**
- CPR certification.

Work Environment

- Noise level low.

Physical Requirements

- While performing the duties of this job, the employee is regularly required to sit; use hands and fingers; handle or feel; reach with hands and arms; talk; and hear.
- The employee is frequently required to walk, balance, stoop, kneel, and/or crouch. The employee must occasionally lift and/or move up to 15 pounds.

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- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. Keyboard data entry is required.

This description is intended to outline the essential job functions, the general supplemental functions, and the key requirements for performing this job. It is not an exhaustive list of all duties, responsibilities, and requirements for this position. Other functions may be assigned, and management retains the right to add or change duties at any time.

APPROVED BY: _____ **DATE:** _____
Chief Executive Officer

The above Job Description has been reviewed and accepted by:

Team Member **Date**

Supervisor **Date**

Received by: _____
Human Resources **Date**