

JOB DESCRIPTION

Position: Program Clinician (2 FTE)

FLSA Status: Exempt

Division: Behavioral Health & Community Services (BH&CS)

Location: FEP Program (Brockton)

Supervised By: FEP Program Director

Supervision Exercised: N/A

General Statement of Duties: Provide coordination of individualized treatment services as well as brokering informal supports and broad community involvement. Collaborate with the local school system to provide coordinated access to program supports and services. Ensure cultural and linguistic needs are identified and adequately addressed during the life of the intervention.

Responsibilities:

1. Participate in DMH hand off, intake, and orient new youth and families in a timely and family friendly manner.
2. Provide direct services to up to 12 youth and families.
3. Conduct a comprehensive strengths-based assessment to document family journey, youth and family vision, and prioritized needs.
4. In collaboration with the family team, develop, implement, and monitor a youth/family-driven care plan.
5. Maintain electronic health records and all required documentation including but not limited to weekly progress notes, comprehensive assessments, release (s) of information, monthly care plans, and transition summaries.
6. Track direct/non-direct service hours and provide weekly report to supervisor.
7. Administer monthly youth and family satisfaction survey to assess progress and track outcomes.
8. Refer and link youth and families to appropriate community supports as identified in the individualized care plan including medical, educational, social, therapeutic, youth/family-centered services and resources.
9. Monitor, review, and update the Individualized Care Plan to reflect the changing needs of the youth and family and maintain overall responsibility for the clinical integrity of service planning and delivery.
10. Schedule and facilitate care plan meetings, and other BAMSIS and/or DMH meetings as required.
11. Identify and report on flexible spending needs for youth and families served.
12. Attend and actively participate in all training/coaching opportunities and requirements, weekly supervision, group supervision, etc.
13. Identify FEP risk factors, improve team communication and foster professional growth. Provide guidance and support to all team members as needed.
14. Assist the family through psycho-education strategies on how to navigate the mental health system and develop team of natural supports.
15. Participate in the rotation of the 24 hour on-call system and be available for telephone consultation to provide timely and effective crisis support/remote intervention services to youth and families.
16. Work with other BAMSIS programs and the Mobile Crisis Intervention Unit to provide coordinated and comprehensive crisis diversion and level of care assessments.
17. Establish and maintain collaborative relationships with community providers, community organizations, state agencies, Community Service Agencies, and other programs within the BH&CS division to ensure a comprehensive and consistent treatment approach.
18. Files 51As with support from supervisor as required by mandated reporting guidelines.
19. Maintain regular and timely attendance, professional boundaries, quality clinical service and high professional standards at all times.
20. Perform all duties consistent with BAMSIS/DMH policies and procedures. Execute duties to reflect reasonable safety standards. Universal/standard precautions must be utilized and training obtained in areas that constitute risk. Perform other related work duties as needed or as assigned by supervisor and/or designee.

Qualifications:

- Master's Degree in a social science field with independent license preferred.
- Three to five years of experience working with youth and families in a behavioral health setting required.

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Three to five years of clinical practice and care coordination required.

- Knowledge of meeting facilitation required.
- Experience working in an environment that is youth and family driven.
- The ability to speak one or more languages (Cape Verdean, Haitian Creole, and Spanish) preferred.
- Three to five years' experience working with various state systems, including DMH, DCF, DDS, MCI, and DYS required.
- Ability to communicate effectively with service providers and administrators, to work independently and as part of a team, and to embrace the youth mental health system of care principles.
- Working knowledge of the wraparound process and systems of care principles required.
- Must be willing to obtain certification in the Massachusetts Child and Adolescent Needs and Strengths (CANS).
- Broad understanding of DMH mandated regulations and policies and Children's Behavioral Health Initiative required.
- Understanding and experience working with clinical challenges specific to a mental health diagnosis such as Psychosis, Depression, Mood Disorder, Bipolar, Schizophrenia, ADD/ADHD, Conduct Disorder, Anxiety, etc.
- Strong administrative skills, knowledge of MS Office, navigation of electronic health records, written/oral communication, detail-oriented, and ability to flex work schedule to meet the needs of youth and families as necessary.
- Valid driver's license, own means of transportation, and willingness to travel at least 60% of the time required.