

JOB ANNOUNCEMENT



Position Title: Lead Clinician

Program: Community Wellness Clinic

Classification: Exempt, Full Time

Salary: \$58,000 to \$62,000 Annually; Commensurate with Experience

Summary and Range of Authority: Community Wellness Clinic, is based on a holistic approach to service delivery with an understanding that adults and older adults with serious mental illness can benefit from linkages to primary care physicians, access to non-traditional and culturally accepted healing communities, family and peer support, culturally appropriate education about mental illness and substance use, employment support services, and skill development. Under the direction of the Program Manager, Lead Clinician provides direct services and assists with the supervision of Clinicians and Para-professional staff in the program.

Essential Duties and Responsibilities:

- Triage and assessment of Walk-In appointments
- Completes Walk-In BHA and Client Plans
- Conducts regular mental health screenings and behavioral health assessments
- Carries a caseload of up to 35-40 clients
- Provides on-going individual, family, and group therapy
- Provides crisis intervention services including assessment for voluntary or involuntary hospitalizations, if indicated
- Provides case management, family education/support and crisis intervention activities as needed
- Links clients in obtaining vocational, educational and/or housing objectives as needed
- Provides linkage with primary care physicians and psychiatrists, as needed
- Functions as a member of a multi-disciplinary team and participates in diagnosis, treatment and discharge planning
- Prepares medical records of all services rendered including care coordination with external providers and quality assurance activities
- Provides accurate and timely billing of all services rendered
- Receives referrals from providers and community members with appropriate follow-up, including crisis intervention if needed
- Contacts the Reporting Party (RP) for each client referral that is assigned to acknowledge the referral and obtain and information if available. The identity of the RP shall remain confidential
- Participates in staff meetings, case conferences, and trainings
- Conducts utilization reviews and other quality assurance activities
- Facilitates treatment team meetings
- Maintains tracking system of all clients and services provided
- Coordinate and conducts outreach activities
- Coverage of After Hours phone line
- Facilitates Program Advisory Groups
- Clinical and administrative supervision of para-professionals, such as Case Manager, Peer Specialist, and Rehab Specialist
- Provides training for new direct service staff members

- Ensure program compliance with outcome measures and entry in mHOMS database
- Assists Program Manager with collecting data for Quarterly Status Report and other requested reports from County
- Assists Program Manager and Director with preparing for County audits and site visits
- Attends County meetings as needed
- Provide coverage for Program Manager as needed
- Other duties as assigned.

Required Education, Certifications/Licenses and Language/Cultural Skills:

- Master's degree or higher in social work, psychology, counseling or human behavior from an accredited college or university with major work in clinical therapy
- Licensed to practice, as authorized by the Board of Behavioral Sciences or the Board of Psychology.
- Ability to communicate effectively in English

Minimum Experience and Qualifications Required:

- Two years clinical experience in a mental health setting, with solid clinical skills in individual therapy, assessments, crisis intervention, and case management
- Experience in a supervisory or leadership role
- Knowledge of theory and practice of psychotherapy, as well as principles and practice of community mental health
- Understanding of cultural competency in the delivery of mental health services
- Understanding of and commitment to the psychosocial rehabilitation model of psychiatric rehabilitation services, and a strong belief in empowering clients/consumers towards recovery
- Trained and experienced in diagnosing clients utilizing the DSM-V
- Familiarity with community resources and the delivery of case management services
- Ability to establish and maintain diagnostic and psychotherapeutic relationships with clear understanding of ethical and professional standards
- Excellent organizational skills and attention to detail
- Ability to manage multiple tasks simultaneously, prioritize and successfully bring them to fruition
- Ability to maintain strict confidentiality with regard to sensitive or proprietary information or materials
- Ability to maintain strict confidentiality with regard to client information and other sensitive or proprietary information
- Ability to communicate mental health principles to clients, families and providers
- Ability to work independently and also collaborate as a member of an interdisciplinary team
- Excellent written and verbal communication skills and ability to prepare written reports accurately and records of services rendered in a timely fashion
- Will not be debarred or excluded from participation in Federal programs by the General Services Administration and/or the Department of Health and Human Services of the Inspector General
- Must pass background check (Live Scan Fingerprint).
- Must be able to drive (when needed) for business purposes to other program locations in San Diego County. If employee drives his/her personal automobile for UPAC business, employee must have valid California driver's license and comprehensive automobile insurance coverage, as required by law.

Additional Preferred Education or Qualifications:

- Bilingual Spanish

Physical Demands and Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Spends approximately 70% of work time sitting and meeting with others or working at a desk and/or computer. Spends approximately 30% of work time standing or walking within the work area or outside the office at meetings and events, also bends, twists, stoops and reaches. Ability to communicate in writing and verbally. Regularly required to sit and talk or hear. Frequently is required to use hands to touch, handle or feel and reach with hands and arms. Occasionally lifts and/or moves up to 25 pounds. Working conditions are normal for an office environment and event venues. The noise level is usually moderate.

Mail, Fax or Email Resume to:

UPAC Human Resources Department
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