

FAMILIES, INC. COUNSELING SERVICES
JOB DESCRIPTION

POSITION TITLE: Mental Health Professional – School-based Therapist

CLASSIFICATION: Salaried, Full-time, Exempt

OVERTIME: Eligible - No

OFFICIAL STATION: Jonesboro

DIVISION: Outpatient

REPORTS TO: Clinical Supervisor

SUPERVISES: None

DATE WRITTEN: July 1, 2006

AUTHORIZED BY: Administration

SUMMARY

The School-based Therapist will be responsible for providing services related to the delivery of mental health care to assigned clients at the designated school location and will provide consultation services to the school staff to support the overall mental health goals of the school.

DUTIES/RESPONSIBILITIES

1. Provides direct mental health services to include intake assessment, individual/family/group therapy, and crisis interventions to assigned clients.
2. Provides services both on-site at the school facility and off-site to include the client’s home support network.
3. Maintains regular contact with the parent/guardian of each client.
4. Completes master treatment plans, treatment plan updates, and managed care authorizations.
5. Furnishes required reports to DCFS, legal system and other involved agencies.
6. Attends regularly scheduled staff meetings at the clinic and Student Services Team meetings at the school.
7. Provides consultation for school staff regarding mental health issues including classroom observation and appropriate service determination.
8. Assists in the development of Parent Education curriculum, provides training and support for parents, and assists the school in organizing “Family Night” activities.

9. Provides appropriate Inservice training to school staff.
10. Develops support groups for students as needed.
11. Participates in the collection of mental health information and student outcomes data to be used for monitoring the overall performance and effectiveness of services provided.
12. Provides appropriate Inservice training to school staff.
13. Participates in after-hours call schedule for the clinic.
14. Provides complete and timely documentation to support services rendered.
15. Maintains 70% direct service requirement.
16. Testifies in court as required.
17. Other duties as assigned.

KNOWLEDGE/SKILLS

Must possess a strong knowledge of the common diagnoses and treatments for school-aged children and possess the skills necessary to facilitate positive change in a school environment.

EDUCATION/EXPERIENCE

A masters degree from an accredited University or College and licensed in the State of Arkansas to provide mental health services or licensed in the State of Arkansas as a Registered Nurse with one year of supervised experience in a mental health setting.

ADDITIONAL INFORMATION

Travel is required.

Ability to maintain confidentiality.

Ability to deal effectively with clients, staff, and outside agencies.

CERTIFICATION

I have read and understand this job description and have been provided with a copy.

Employee Signature

Date

I certify, to the best of my knowledge, that the above duties and responsibilities are a fair and accurate statement of the requirements of this position, effective _____, 2007.

Immediate Supervisor

Date