

- I. Title: **Therapist**
- II. Classification: **Therapist I**
- III. Supervisor: **Children's Division Director**
- V. **Minimum Qualifications:** Masters Degree in one of the Behavioral Sciences and Medicaid Eligibility, valid AL Driver's license, CPR, First Aid, and CPI Certification.
- VI. Primary job functions and performance expectations:
 - 1. Learns and utilizes Central Alabama Wellness policies and procedures.
 - 2. Provide direct services to the child and adolescent population.
 - A. Ensures that all necessary information is obtained at the intake interview.
 - B. Renders accurate diagnosis based on available information and according to DMH Standards.
 - C. Provide individualized therapy according to local and accepted professional standards.
 - D. Utilizes all means to follow-up with clients in the event of missed or cancelled appointments when therapy is critical.
 - E. Effectively manages program of aftercare services for clients released from hospital.
 - F. Conducts psychosocial evaluations according to accepted professional standards for those clients pending admission to various treatment facilities.
 - G. Exercises proper judgement as to when and where clients are referred.
 - H. Documentation is concise, accurate, and occurs within one working day of all pertinent clinical activities.
 - I. Meets assigned quarterly average for billable direct services.
 - J. Maintains and provides accurate consultation to community agencies.
 - K. Assures prompt and appropriate response in emergencies.
 - L. Participates in crisis on-call rotation as assigned.
 - M. Complies with applicable law and DMH Standards relative to delivery and documentation of services.
 - 3. Maintains and provides liaison and education for the Center, other community agencies, and the general public.
 - A. Consultation and Education presentations are presented in an effective and professional manner.
 - B. Presentations are accurately targeted toward audience.

- C. Effectively serves as a positive advocate for mental health services in the area.
4. Maintain and improve Professional Skills.
- A. Attend and actively participates in professional workshops, inservice training, and Quality Assurance review.
 - B. Read current professional periodicals.
 - C. Effectively utilizes people on staff for consultation.
5. Maintain productivity requirements as assigned by Executive Director.
6. Any other duties, clinical or non-clinical, as assigned by immediate supervisor.

I have received a copy of this job description. Its contents have been discussed with me and I understand the duties and responsibilities outlined.

Signature

Date