

Title: **Child & Adolescent Therapist**

Classification: **Therapist I**

Supervisor: **Children's Division Director**

**Minimum Qualifications:** Masters Degree in one of the Behavioral Sciences and Medicaid Eligibility, valid AL Driver's license. CPR, First Aid, and CPI Certification training provided by agency.

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 and substance use 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.

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Signature

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Date