



JOB DESCRIPTION

Position: Intensive In-Home Clinician
Date: 8/08
Revised: 6/10, 5/16, 8/16, 4/17, 10/17, 5/18
Supervisor: Community Based Services (CBS) Supervisor
Supervisees: None

QUALIFICATIONS:

- Incumbent must be a qualified mental health provider (QMHP-C) who can prove sufficient training, education, and/or experience to possess the knowledge, skills, and abilities to perform the duties assigned.
- Incumbent must have at least a Master's degree in Social Work, Counseling, or a related field from an accredited college or university with at least one year of clinical experience with children or adolescents.
- A Bachelor's degree in a human service field or in special education from an accredited college and at least 3 years of clinical experience working with children and adolescents, may also be considered.
- Incumbent must also have comprehensive assessment and counseling skills, augmented by strong writing and case conceptualization skills, and reference to a methodological base for developing individual and family treatment goals, objectives, and interventions.
- This position requires a valid driver's license with a clean record and a car available for traveling to client homes with at least state minimum insurance coverage.
- Must have and maintain a working cell phone which allows for 24/7 crisis communication, as warranted.

DUTIES: Under the direction of the CBS Supervisor and within the limitations of agency policy, the incumbent shall execute the following duties:

- From multiple locations within the Hampton Roads area, provide Intensive In-Home counseling through individual and family sessions, crisis intervention, case management, and other related services as directed, primarily in the home of clients. Service provision may include but is not limited to:
- Complete clinical assessments to include a bio-psycho-social history, a mental status exam, and development of a DSM 5 diagnosis (If qualified to do so).
- Develop concrete, specific, individualized treatment plans with goals, objectives, and discharge criteria to address client and family needs.
- Conceptualize presenting issues to determine application of appropriate methodological approach and development of course of treatment designed to promote stabilization of individual and family functioning.
- Coordination with collaterals involved in case to plan for and/or address case issues, including participation in FAPT/CAT meetings or other case related meetings as indicated.
- Complete all case documentation in accordance with program policy and third party billing requirements using a web-based, electronic health record system.
- Must be available for on-call crisis calls 24 hours a day, 7 days a week.
- Travel is required in the greater Hampton Roads area.
- Participate in weekly clinical staff supervision meetings with the CBS Supervisor and other clinicians, including clinical trainings and other staff development events.
- Assist with managing agency volunteers as needed.
- Other duties as assigned.

In Home Counselor

(Date)

CBS Supervisor

(Date)