



JOB DESCRIPTION

Position: Mental Health Skill-Building Clinician
Date: 08/2009
Revised: 11/2012, 7/2014, 5/2016, 5/2018
Supervisor: Community Based Services Supervisor
Supervisees: None

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

- From multiple locations (i.e. Suffolk, Norfolk, Hampton, Virginia Beach, etc.) provide mental health skill-building services which are training and support services that assist individuals age 16 years and older with significant psychiatric diagnoses and functional limitations with achieving and maintaining community stability and independence in the most appropriate, least restrictive environment. Services include, but are not limited to, independent living skills and activities of daily living (ADLs), case management, and other related services. Service provision may include but is not limited to:
- Completion of 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).
- Development of a concrete, specific individualized treatment plan with goals, objectives, and discharge criteria to address client and family needs.
- Conceptualization of presenting issues and development of course of treatment.
- Coordination with collaterals involved to plan for and/or address case issues.
- Participate in community collaborative meetings.
- Complete all case documentation in accordance with program policy and third party billing requirements.
- Travel is required in the greater Hampton Roads area.
- Participate in weekly clinical staff supervision meetings with CBS Supervisor and other MHSB clinicians.
- Assist with managing agency volunteers as needed.

QUALIFICATIONS:

- Bachelor's Degree in a Human Services Field with 3 years of related experience preferred.
- Must be either a Qualified mental health provider (QMHP-A or QMHP-C) registered with the VA Board of Counseling, a licensed eligible Supervisee or Resident in Counseling, or a licensed clinician.
- Incumbent must have strong writing and case conceptualization skills and reference to a methodological base for developing treatment interventions.
- This position requires a valid driver's license and automobile available for client transport with at least state minimum insurance coverage.
- Must have and maintain a working cell phone.

Mental Health Skill-Building Clinician (Date)

Community Based Services Supervisor (Date)