

POSITION DESCRIPTION

POSITION TITLE: BEHAVIORAL HEALTH INTAKE THERAPIST

REPORTS TO: BEHAVIORAL HEALTH CLINICAL SUPERVISOR

I. POSITION SUMMARY:

The BH Intake Therapist, with an intake focus, main responsibility it to conduct Substance Use Disorder Intakes and developing an initial treatment plan with the client. Other duties may include covering for other therapist who are providing treatment (i.e., counseling and psychotherapy) for groups or individuals. Also, will provides Employee Resource Network assessments, treatment and referral services, which is short term services (4-6 sessions).

II. DUTIES/RESPONSIBILITIES:

1. *Conducts a thorough biopsychosocial assessment with each client(s) referred to them and completes a thorough written assessment of each client(s).
 - Uses the ASAM Continuum and other tools that are determined by funder.
2. *Uses a detailed working knowledge of DSM-5 to include accurate diagnoses on every biopsychosocial assessment.
3. *Develops an appropriate treatment plan to intervene in a wide variety of emotional, behavioral, substance use or community-based problems.
4. *Provides ongoing assessment of clients' psychosocial needs and updates treatment plans to address these needs, appropriately.
5. *Provides culturally sensitive services to individuals, couples, families, or groups, as clinically appropriate. Is familiar with effective techniques in each of these modalities.
6. *Therapist may provide treatment based on a cognitive-behavioral, psychodynamic, systemic, or solution-focused model, or use elements of each in a treatment approach. Therapist is expected to have a working knowledge of each treatment framework.
7. *Provide coverage for other therapists who are providing individual and conjoint treatment for co-occurring, substance use or mental health in an outpatient setting in office, schools, or in-home, where frequency and duration varies.
8. *Fulfills reporting requirements of insurance companies that reimburse the agency for their services. Fulfills reporting requirements of public agencies that support our services with their clients.
9. *Develops and maintains constructive and professional relationships with referral sources, community colleagues, collaborating professionals and with internal colleagues.
10. *Advocates and coordinates services for clients with the legal system and social services.
11. *Arranges and coordinates support services for clients with other community agencies.
12. *Fulfills agency requirements for carrying out their responsibilities to the highest professional standards, including:
 - a) Maintains case records according to standards set forth in agency procedural manual.
 - b) Maintains productivity standards as outlined in agency manual.
 - c) Fulfills all agency requirements for statistical record keeping, program evaluation, quality assurance and attendance monitoring.
 - d) Assists with program evaluation and/or research.
 - e) Actively participates in regular clinical supervision, peer, and utilization

case review meetings.

- f) Attends staff meetings/trainings as requested.
- g) Utilizes opportunities available for continued education for purpose of professional growth, as well as to maintain license and applicable certifications and contractual requirements.
- h) Represents the agency's programs, goals and philosophy in the community.

13. All other duties as assigned.

III. QUALIFICATIONS:

- Master's Degree in Social Work or related field, with Michigan licensure. Ability to bill Medicare, preferred.
- Has obtained a CAADC or willingness to enter developmental plan with MCBAP.
- Is trained in ASAM or willingness to complete ASAM training.
- Two or more years' experience in providing co-occurring behavioral health (mental and substance use) services to children and adults, preferred.
- Ability to communicate well, both verbally and in writing.
- Experience utilizing an Electronic Medical Record system, preferred.
- Strong assessment and treatment skills, in addition to cultural sensitivity.
- Current valid driver's license and reliable transportation.

*Essential job duties per the Americans with Disabilities Act.

FSCA is an Equal Opportunity Employer.

OCT 22

Employee Signature

Date