

SISTERS OF PROVIDENCE HEALTH SYSTEM

TITLE:	Clinician II	FLSA:	Exempt
DEPARTMENT:	Outpatient	GRADE:	111
FACILITY:	Providence	DATE:	December 2009

JOB SUMMARY:

Responsible for providing direct client/patient care within outpatient substance abuse clinic. Responsible for conducting initial assessments, developing initial and subsequent treatment plans, case management and completion of all medical record documentation. Maintains clinical productivity and provides an array of outpatient services i.e. individual treatment, group treatment. Coordinates care with other services providers internal and external.

PRIMARY JOB RESPONSIBILITIES AND DUTIES:

1. Conducts comprehensive initial assessment and treatment planning for outpatient clients within the required time frame.
2. Provides direct clinical services to outpatient clients and demonstrates competence/expertise in treatment certain age groups or diagnostic categories.
3. Completes are required documentation within expected time frame.
4. Completes all prior authorizations within required time frame.
5. Submits completed billing tickets daily.
6. Coordinates clients' care with other internal provider's i.e. medical staff to ensure quality of care.
7. Attends all required department meeting and training.
8. Maintains licensure and credentials through the attainment of necessary CEUs.
9. Demonstrates awareness and sensitivity to cultural differences of clients and fellow employees. Incorporates learning from cultural competency trainings in meeting client needs.
10. Serves as a preceptor to other clinicians for the purpose of training and orientation. Consults on cases as appropriate.
11. Provides supervision and case consultation to student interns as appropriate with educational affiliation agreements.

12. Meets credentialing requirements for 3rd party payers.
13. Able to work independently clinically- diagnostics, treatment planning and case management.
14. Caseload may reflect a more clinically complex case mix than Clinician I.
15. Maintains expected productivity levels.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Masters or doctorate degree in clinical field. Licensure preferred.
2. Minimum of two years experience in providing direct client/patient care in mental health/substance abuse field.
3. Expertise in treating specific age groups or diagnostic categories preferred. Experience providing short-term treatment preferred.

WORKING CONDITIONS:

1. Comfortable office space.
2. Prolonged sitting. Use of personal computer
3. Medium to high levels of stress due to nature of work.

REPORTING RELATIONSHIPS:

1. Reports to Associate Clinical Director, Substance Abuse Services or delegate (Senior Clinician).

The above is intended to describe the principal responsibilities and outcomes, and the associated requirements, as well as the work environment. It is not intended as an exhaustive list of all aspects of the job.

Contact:

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