

JOB DESCRIPTION

POSITION TITLE: Behavioral Health Practitioner/LCSW

DEPARTMENT: Behavioral Health

REPORTS TO: Behavioral Health Director/Chief Medical Officer

POSITION OVERVIEW:

Develop, implement and promote a program of mental health in a community clinic setting, including, but not limited to, psychosocial assessment, diagnostic services, individual and group psychotherapy and case management/coordination with medical providers and supervision of trainees/interns. Population is largely Spanish-speaking, low-income immigrant adults and children. Provides a range of psychosocial assessments, diagnostic, therapeutic and case management services for individuals, couples, groups, children and families, as appropriate to the specific expectations of the position

DUTIES/RESPONSIBILITIES:

1. Applying a primary care behavioral health model, the LCSW will identify, target treatment, triage and manage primary care patients with medical and/or behavioral health problems using a behavioral approach that focuses on: helping patients to replace maladaptive behaviors with adaptive ones; providing skill training through psycho-education and client education strategies, and; developing specific behavior change plans that fit the fast work pace of the primary care setting.
2. Undertakes continuous self-improvement, attending applicable training, seminars, in-services and educational classes to maintain skills competency and current knowledge for standard of care and effective practices.
3. Responsible for following all agency safety and health standards, regulations, procedures, policies and practices.
4. Identifies, initiates and implements measures to deliver high quality care to patients and improve services.
5. Responds efficiently and timely to all patient and provider staff needs and inquiries.
6. Ensures excellent customer service to all FHCCGLA patients.
7. Works with the operations managers to manage patient scheduling and flow to address bottlenecks, scheduling issues, etc.
8. Assists in developing, updates & reviews of FHCCGLA Policies & Procedures (P&P's) as needed (with input from all other key personnel).

9. Ensures HIPAA compliance by maintaining strict confidentiality of all patient data and E.H.R./Practice Management System (PMS) according to regulations and FHCCGLA's P&P's.
10. Attends the following meetings/trainings:
 - Mandatory Quarterly Staff Meeting/Trainings- Quarterly (Jan., Apr., Jul. & Oct.)
 - Corporate Risk Management Meeting- Quarterly (Jan., Apr., Jul. & Oct.), as needed (advanced notice will be provided when feasible)
 - Clinical & Operations (C&O) Meeting- As needed (advanced notice will be provided when feasible)
 - Meetings with FHCCGLA's Executive Leadership, as needed (advanced notice will be provided when feasible)
11. Remains informed of:
 - Current legal and regulatory changes related to scope of practice.
 - Specific programs/payors, insurances accepted, and services being offered at FHCCGLA.
 - All applicable Policies & Procedures
12. Provide short-term, structured, evidence-based interventions as part of an appropriate treatment plan, which may include individual and/or group therapy, and possible coordination of treatment for participants with co-occurring disorders.
13. Provides therapy in group setting and facilitate peer support groups.
14. Collaborate and coordinate with other members of health care team, in particular the client's PCP, to provide holistic, well-integrated health care in order to improve the outcome of patients.
15. Supervise Patient Care Coordinators and other support staff that are part of the behavioral health team.
16. Maintain accurate and timely electronic health records of activities, and services provided to each client.
17. Manage data to measure behavioral health outcomes and clinical effectiveness
18. Facilitate and tracks referrals to other services, such as substance-abuse treatment, specialty care, and community resources, as needed.
19. Provide crisis intervention as needed.
20. Advocate for clients and work to resolve individual client barriers in order to facilitate and encourage follow-up and collaborative, interdisciplinary care.
21. Participate in and/or facilitate team meetings.
22. Has understanding of My Health L.A. and Medi-Cal and other billing related issues as needed
23. Other duties as assigned.

MINIMUM QUALIFICATIONS:

1. LCSW with current license and supervisory capabilities.
2. At least two years of experience as licensed practitioner.
3. Good speaking and writing skills both English and Spanish.

4. Current CPR Certification- required to be kept up to date.
5. FQHC experience, highly preferred.
6. Excellent analytical skills.
7. Motivation to take initiative to ensure all tasks performed are completed thoroughly and accurately.
8. Excellent writing and verbal communication skills.
9. Knowledge of administrative principles and procedures.
10. Computer knowledge preferred (e.g., NextGen (E.H.R. & PMS), Microsoft Word and Excel).
11. Ability to prioritize workload and work under pressure of deadlines.
12. Ability to meet tight time sensitive deadlines.
13. Motivated and committed to the provision of high-quality healthcare for indigent and underserved communities.
14. Willingness to adapt to changes with regards to the agency's growth and expansion.
15. Access to automobile with valid California driver's license and state mandated automobile insurance.
16. Able to work and communicate effectively with people of diverse culture, education and economic background.

ADDITIONAL ELIGIBILITY QUALIFICATIONS:

1. Ability to work well with others in a professional and team-oriented environment.
2. Well-developed interpersonal skills, friendly personality and able to motivate staff by promoting teamwork.
3. Ability to relate to the public regardless of ethnic, religion and economic status.
4. Excellent communication skills.
5. Willingness to travel.
6. Strong planning and organizational skills.
7. Problem analysis and critical thinking skills.

Employee Signature

Date

Supervisor Signature

Date