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| Position: | Therapist I, II & III (Mental Health) |
| Location: | 327 South K St. Tulare, CA 93274 |
| Hiring Manager: | April Dodd, Clinical Director; Linda Reinhart, Asst. Clinical Director |
| Phone: | (559) 688-2043 |
| Base Pay: | $58,240.00-$84,342.52/Month |
| Status: | Full-Time, Salaried, Exempt |
| Accepting Applications: | Until Filled |
| Available: | Immediately |

**We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.**

**JOB SUMMARY**

Therapists provide therapeutic services to children, families, groups, and parents/caretakers. Therapeutic services include biopsychosocial assessment, and treatment planning and therapy to all clients on their caseload on a regular basis. Therapists are to maintain compliance of charts based on Medi-Cal standards and HIPPA compliance.

**POSITION SUMMARY**

1. Maintain a caseload of 40.
2. Complete progress notes and Service Activity Logs (SAL’s) within 3 days of service provided.
3. Document per county standards (see documentation manual) to include: consumer impairment in functioning, significant intervention utilized and progress toward treatment goal.
4. Strive to maintain 65% productivity as accounted for by face-to-face provision of services as well as other billable services.
5. Meet regularly with clinical mental health staff for the purpose of reviewing client progress and to assure quality clinical plan and paperwork compliance.
6. CANS trained and certified annually. Completion of other trainings as determined by the Clinical Director/Supervisors.
7. Meet regularly with clinical mental health staff for the purpose of reviewing beneficiary chart at discharge to assure quality and completion of discharge requirements.
8. Attend and participate in all mandatory meetings on a weekly basis.
9. Provide direct service to beneficiaries and their families/support system in the form of individual, family, or group therapy, rehabilitative services, as well as case management in the form of linkage and consultation.
10. Consult with, educate, provide presentations to community groups and other agencies.
11. Comply with TYSB policies per the Employee Handbook and Operations Manual.
12. Will drive for the purpose of agency business.
13. Facilitate or co-facilitate a group after traditional business hours, from time to time, to accommodate beneficiary needs.
14. Continually progress toward licensure, in clinical knowledge base, learning and utilizing evidenced based practices effectively.
15. Other duties as assigned.

**ESSENTIAL POSITION REQUIREMENTS**

1. A Master’s Degree in behavioral science with a current relevant BBS designation (AMFT, ACSW, APCC, LMFT, LCSW, LPCC).
2. Demonstrated skills in the clinical mental health services with individuals, families, and groups.
3. Knowledge of mental health illness and effective treatment approaches to mental disorders.
4. Knowledge of record keeping procedures related to beneficiaries’ charts.
5. Possession of valid driver’s license and access to a dependable means of transportation that is properly insured and operated per requirements of all laws.
6. Ability to utilize the equipment necessary to complete the responsibilities of the job.
7. Ability to obtain criminal records clearance check.
8. Must maintain good relationships with beneficiaries, co-workers, government representatives and any others with whom the agency is transacting business and relate to them in a professional manner-or- “Must act in a profession manner at all times and in all interactions.”
9. Must be available by cell phone as needed (may be necessary outside of regular hours on occasion.

**I acknowledge that I have read and understand the aspects associated with this position and my ability to perform these functions.**

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**Employee Signature / Date**