



POSITION ANNOUNCEMENT

POSITION: **Therapist – Counseling Center**

LOCATION: 2750 Sutterville Rd. Sacramento, CA 95820

SCHEDULE: Monday – Friday, 8:30am-5:00pm. Evenings and/or weekends based on program needs.

SALARY: \$77, 334.40 annually

Founded in 1867, the Sacramento Children's Home is the oldest active charity in Sacramento and among the most highly respected. SCH is an equal opportunity employer who values an inclusive work environment that celebrates and recognizes the diversity of its employees. At SCH, we appreciate that having employees of many different backgrounds strengthens our organization, and we strive to create a workforce that reflects the diverse and culturally rich communities that we serve.

OVERVIEW: The Therapist is responsible for providing assessment, individual, family, and group therapy, case management, collateral services, Child, Family and Team Meetings, and crisis intervention services, in compliance with the Sacramento County Mental Health, DBHS, and EPSDT standards, to clients enrolled at the Counseling Center.

DUTIES:

1. (60%) Clinical Services

- Schedules and open new referrals within 10 business days of receiving the referral.
- Facilitates and participates in Child, Family, Team Meetings as required by the program and contract.
- Meets with clients for individual, family therapy, group, and case management sessions in the office or the community (home, school, etc.), assesses client's needs and level of functioning, determines an appropriate diagnosis, and creates a treatment plan.
- Provides therapeutic services consistently and ensures that no client is without services for more than 30 days.
- Provides crisis counseling to clients/families as necessary and collaboratively develops and documents safety plans commensurate with risk level, and reviews routinely.
- Schedules and coordinates therapy sessions commensurate with the need level of clients.
- Assesses for, and provides services, when possible, consistent with established evidence-based or best practices focused on identifiable needs areas.
- Assesses, determines, and makes a referral when special services or care are needed for a child (i.e., medication evaluation, psychiatric hospitalization, in-home services, or psychological testing, etc.).
- Consistently assesses each client for length of stay to ensure clients are discharged in a timely manner.
- Assembles necessary materials for individual, family, and group therapy sessions.
- Develop supportive relationships with caregivers as well as other natural and informal support available to the client to support treatment and positive long-term outcomes.
- Collaborates, as appropriate, with family members, programs, schools, social workers, etc. in a timely manner regarding the needs of the client/family.
- Makes referrals to Family Partner and Youth Peer Mentor to meet the needs of clients and families.
- Provides a level of services commensurate with the level of needs of the client and family. Make referrals for additional services to support the wellness and recovery of the client.

2. (30 %) Paperwork and Documentation.

- Write daily progress notes for each service (billable and non-billable) delivered within county required and SCH documentation policy guidelines.

- Completes all data entry and required County mental health paperwork in the established EHR within county required timelines.
- Continuously reviews charts for new and/or relevant information concerning clients.
- Completes timely discharge paperwork in accordance with County guidelines.
- Performs Internal Utilization Reviews (IUR) as assigned.
- Coordinates the completion of Mental Health Performance Outcomes including but not limited to CANS and PSC-35 within the expected timelines, standardized measures, and any and all outcomes warranted clinically. Incorporates results and creates plans accordingly.

(10%) Training, Consultation, and Other

- Attends weekly/bi-monthly clinical meetings and consults with clinical staff as scheduled.
- Meets billing requirements for position.
- Coordinates with staff to gather information and discuss concerns regarding clients, or plans to support client's treatment, as necessary.
- Collaborates with Support Services (i.e., Community Mental Health Workers, Family Partner, Youth Peer Mentor, etc.) regarding client care.
- Attends weekly supervision meetings with clinical supervisors if unlicensed, to comply with California Board of Behavioral Sciences (BBS) licensing requirements and attends weekly group consultation regardless of licensure status.
- Attends external training/conferences to meet licensing requirements and keeps up to date with current information and developments.
- Presents information gathered at conferences at weekly clinical meetings.
- Attends medication reviews regularly for clients receiving medication through SCH.
- Provides billable services within 7 business days after a client is discharged from the hospital and schedules clients hospitalized due to psychiatric reasons to see SCH psychiatrist within two weeks of hospitalization.
- Attends IEP (Individual Education Planning), Child and Family Team Meetings, and other collateral meetings as needed.
- Licensed Therapists who have met the California BBS requirements to provide supervision may provide weekly supervision for unlicensed clinicians as assigned by the Clinical Program Manager.
- Follows all program and agency policies and systems.
- Performs other duties as assigned.

Knowledge, Skills, and Abilities:

- Able to read, write, speak, and understand the English language.
- Able to function independently and seek guidance when necessary to assist in working with the clients.
- Able to provide and document services consistent with Sacramento County DBHS/Medi-Cal requirements.
- Knowledge of the Diagnostic and Statistical Manual of Mental Disorders.
- Good knowledge of a variety of therapeutic interventions and models.
- Knowledge of child/adolescent development.
- Knowledge of legal/ethical issues as outlined by the BBS.
- Knowledge of substance abuse issues.
- Knowledge of team, family, and group dynamics.
- Knowledge of anger management and coping skills.
- Basic knowledge of psychotropic medications.
- Knowledge of Microsoft Word, Outlook, Excel.
- Ability to effectively utilize electronic health record systems.
- Excellent writing skills.
- Good communication skills.
- Good organizational skills.
- Good time management skills.

- Skill to maintain a professional, confidential work environment.
- Ability to manage multiple tasks at one time in an efficient manner.
- Excellent problem-solving skills.
- Skill to accurately diagnose and assess clients.
- Ability to relate to children and families in a positive manner.
- Ability to establish and maintain appropriate boundaries with clients and families.
- Able to report to work on a regular and reliable basis.
- Ability to work cooperatively with a culturally, economically, and/or ethnically diverse client and staff population.
- Knowledge of child abuse issues and reporting mandates.
- Ability to effectively manage stressful situations and respond to crisis in a timely and appropriate manner.
- Able to deal with volatile situations involving clients/families.
- Ability to provide services at any SCH sites, co-located partner facilities and in various community locations.
- Able to provide services at times to meet the needs of youth and families to include evenings and weekends.

QUALIFICATIONS: Driving is an essential function of this job, and as such, employees in this position will be required to furnish their own vehicle to be used in the course of employment. A valid driver's license and minimum insurance coverage is required.

Must be at least 21 years of age.

Education and Experience:

Graduating with a Master's Degree in a Behavioral Science and registered with the California Board of Behavioral Sciences as a LCSW (ACSW), MFT (AMFT), or LPCC (APCC).

New graduates may be considered for employment and are required to have submitted their application for associate registration to BBS within 90 days of their degree award date. Students may be considered for employment as long as they are enrolled in an applicable graduate program and are required to apply to be registered with the BBS by 90 days of graduation.

Must receive LMFT, LCSW or LPCC license within six years of initial registration with the California BBS as an intern to meet Sacramento County contract requirements.

1 year of experience with children or adolescents and families with emotional problems is preferred. Trainees will be considered if field placement is completed at SCH.

Licenses, Certifications, and Registrations:

If unlicensed, registration with the California BBS as an ACSW, AMFT, or APCC is required.

Must receive LMFT, LCSW, LPCC license within six years of initial registration with the California BBS as an intern to meet Sacramento County contract requirements.

BENEFITS: Excellent benefits package including medical, dental, vision, life and accident insurance, short and long-term disability plans, retirement plan with company match, paid vacation, sick leave, 11 paid holidays, tuition reimbursement, professional development and career advancement opportunities.

TO APPLY: Qualified employees must submit a completed Request for Promotion or Transfer form along with their resume to Human Resources. External candidates must complete our on-line employment application available at www.kidshome.org/careers.

PLEASE NOTE: Non-SCH employees who are made an offer of employment will be required to pass a post-offer, pre-employment background process that includes passing a drug test, including

marijuana. Applicants who do not pass any part of this pre-employment process will have their offer of employment rescinded.