

## Crusader Community Health Job Description

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**Job Title: Behavioral Health Consultant**

**Job Status: Exempt**

**Job Grade: 22**

**Manager Title: Lead Behavioral Health staff and subsequently the Chief Strategy and Operations Officer**

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### **POSITION SUMMARY:**

This is a professional, direct service position providing team-based, holistic patient care. The Behavioral Health Consultant (BHC) is co-located on the clinical unit and collaborates as part of the health care team providing treatment to patients with behavioral health needs (mental health, substance use, behaviors impacting overall health and functioning) utilizing an integrated care model. The Behavioral Health Consultant provides behavioral health services via warm hand-off while the patient is in-clinic and at scheduled visits with patients. Behavioral health services are provided to children, adolescents, and adult patients. This position will provide direct coordination and collaboration with other behavioral health staff, the patient's primary care provider, and other members of the patient's care team. This position responds to urgent and emergent behavioral health issues that arise in the clinic. The Behavioral Health Consultant provides services under the supervision of an LCSW or LCPC. This position reports to the Lead Behavioral Health staff.

### **ESSENTIAL FUNCTIONS:** *This will include but is not limited to:*

1. Accountable for demonstrating the qualities outlined in the "The Crusader Way Customer Service Standards of Excellence" program when interacting with patients, their families and friends, and fellow employees.
2. Screen and assess patients for mental health, substance use, and/or other behavioral health needs.
3. Develop and implement patient-centered, behavioral based individualized plans of treatment with patients.
4. Provide supportive counseling services and/or targeted brief interventions to patients for a variety of mental health issues, substance use issues, and/or other behavioral health issues.
5. As clinically indicated, provide supportive counseling services and/or targeted brief interventions to patients and their families and/or their support systems.
6. Support and coordinate behavioral health care with the patient's primary care provider and other providers treating behavioral health.
7. Monitor patients (in person or by telephone) for changes in clinical symptoms and treatment side effects or complications.
8. Support psychotropic medication management prescribed by providers, focusing on treatment adherence, attention to side effects, and effectiveness of treatment.
9. Facilitate patient engagement and follow up with all aspects of their health care.
10. Facilitate referrals for clinically indicated services outside the primary care clinic.
11. Document patient encounters and treatment recommendations in a timely manner per policy, so that information can be easily shared with providers, and other treating providers and/or clinic staff.
12. Educate clinic staff and community about behavioral health and appropriate referrals process; maintain ongoing working relationship with referral sources on patient's progress; assess and make referrals to community resources as necessary.
13. Provide consultation and education for mental health/substance use/treatment issues with other staff.
14. Assist in the assessment, planning, arranging, and implementing of behavioral health programs.
15. Prepare psychosocial educational materials as needed or required.
16. Provide in-service presentations to staff as needed or required.
17. Participate in team meetings.
18. Participate in quality assurance activities.
19. Participate in recommended organizational committees.

20. Perform other related duties as requested by the Lead Behavioral Health staff and/or Chief Strategic and Operations Officer.

**QUALIFICATIONS:**

**Knowledge of:**

- Mental health and/or substance use service interventions
- Community Resources
- Culturally sensitive care

**Education/Experience:**

- Master's degree in Social Work, Counseling, Psychology, or related field from an accredited university/college
- Ability to test for state licensure (LCSW or LCPC) once state requirements are met, preferred.
- At least three years of experience in mental health clinical service delivery
- Training in a variety of therapeutic interventions (such as Cognitive Behavioral Therapy, Solution Focused Brief Therapy, Motivational Interviewing, Dialectical Behavior Therapy).
- Previous work experience in a multicultural setting preferred and willingness to enroll in multicultural training if necessary

**Technical Knowledge:**

**Equipment:** Personal computer, email, facsimile machine, voice mail system, and electronic medical record system

**Software Knowledge:** Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)

**Ability to:**

- Support the mission, goals, and values of the organization
- Follow Crusader policies and guidelines
- Abide by NASW Code of Ethics
- Speak respectfully and courteously with employees, patients, outside agencies and the general public
- Remain organized and able to multitask in a fast-paced environment where priorities shift daily
- Maintain the confidentiality and records of patient data; and confidentiality of organizational strategic initiatives you may be exposed to
- Use independent professional judgment
- Build effective interpersonal relationship skills with diverse, multicultural individuals and groups
- Present facts and recommendations effectively in verbal and written form with the ability to document within an electronic medical record
- Maintain professionalism in stressful situations
- Manage time effectively
- Travel between locations

## Physical Requirement Form

**Job Title:** Behavioral Health Consultant

Physical Demands	Continuous over 70%	Frequent 40-60%	Occasional 15-39%	Rarely Up to 15%
Sitting	X			
Standing			X	
Walking		X		
Climbing			X	
Bending			X	
Pushing / Pulling				X
Carry / Lift			X	
1-15lbs				
15-30lbs				X
30-50lbs				X
Fine hand / Eye Coordination	X			
Exposure to Blood and Body Fluids				X
Exposure to Extreme Heat, Cold, Temp Fluctuations				X
Exposure to Hazardous Chemicals				X
Concentration on Detail	X			
Oral Communication	X			
Written Communication	X			

**Crusader Community Health does not require nor does it expect that an employee lift over 50lbs unassisted. Objects in excess of 50lbs should be lifted or moved with mechanical means or a team lift.**

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. They are representative to the knowledge, skills, and abilities that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**