

	Job Title:	Behavioral Health Professional
	Classification:	Exempt
	Original Effective Date:	08/01/2023
	Revision Dates:	
	Job Code:	# BH41.NY

- I. **SUMMARY/OBJECTIVE:** Provide excellent and quality behavioral health care to patients in the assigned work facility in accordance with the Company’s policies and procedures, established behavioral health standards, and applicable scope of practice limitations.
- II. **REPORTS TO:** Behavioral Health Supervisor and, administratively, the Health Services Administrator.
- III. **SUPERVISES:** Candidates for licensure as per supervision agreement.
- IV. **QUALIFICATIONS AND EDUCATIONAL REQUIREMENTS:**
 - i. Doctorate or Master’s degree in Social Work, Psychology, or other related Human Services degree with a concentration in mental health course work, training and/or experience required.
 - ii. Licensed to practice in the field of social work, professional counseling, or psychology (or license eligible, if post-doctorate) in the state in which the facility is located required.
- V. **COMPETENCY REQUIREMENTS:**
 - i. Effective communication skills, both written and verbal.
 - ii. Ability to collaborate effectively as part of an interdisciplinary team.
 - iii. Knowledge and skills related to evidence-based treatment modalities and cultural competency and care.
 - iv. Ability to use an electronic medical record.
- VI. **DUTIES AND RESPONSIBILITIES (* indicates an essential function):**

This job description is not designed to cover or contain a comprehensive listing of duties, responsibilities, or activities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice. You may be asked by your supervisor or manager to perform other duties.

- i. * Responsible for the clinical monitoring, coordination, and implementation of the behavioral health program in accordance with Company policies and procedures.
- ii. * Engage patients in evidenced based interventions with the goal of stabilizing mental health and substance abuse related symptoms.
- iii. * Actively assist with the detection and prevention of patient suicide.
- iv. * Document all patient encounters in a timely manner utilizing the SOAPE note format.
- v. * Document response to interventions and modify treatment plans as needed.
- vi. * Develop and conduct in-service education programs in accordance with the annual in-service calendar, as applicable, to include training for correctional staff, when requested.
- vii. * Prepare and submit all requested reports to the Health Services Administrator.
- viii. Assist in the coordination of the admission and placement of certified patients in forensic and community behavioral health facilities.
- ix. Serve as the behavioral health liaison between the medical unit and facility staff.
- x. Facilitate/participate in interdisciplinary team meetings and/or case consultations with staff across disciplines.
- xi. Serve as a member of the Quality Assurance Committee and sub-committees, as needed. Assist in the establishment of quality assurance standards and audit criteria.
- xii. Make appropriate referrals to Company providers as clinically indicated.
- xiii. Ensure that the proper flow of relevant information (i.e., patient information, facility problems) is disseminated to appropriate personnel.
- xiv. Maintains confidentiality at all times.
- xv. Monitors and makes recommendations to improve operational efficiencies and cost containment effectiveness.
- xvi. Perform all other duties as assigned or delegated by management.

VII. POSITION REQUIREMENTS:

Individuals with disabilities which make them unable to meet the physical requirements or perform the duties and responsibilities as listed above will still be considered fully qualified if they can perform the essential functions of the job with a reasonable accommodation.

- i. *Must be able to push/pull/lift a minimum of twenty-five (25) pounds.
- ii. *Must be able to timely respond to emergency situations throughout the correctional facility and be able to perform lifesaving measures, such as CPR, on patients in either a standing, kneeling, or bent position for at least twenty (20) minutes.
- iii. * Flexibility in work schedule is required as is temporary flexibility in work location(s).
- iv. Prolonged periods of standing and/or walking.
- v. Prolonged periods of sitting at a desk and working at a computer.

VIII. EMPLOYER'S RIGHTS: This job description is not a contract for employment and either you or the Company may terminate employment at any time, for any reason.

I have received and read the job description and understand the scope of the duties and responsibilities.

Employee's Printed Name

Employee's Signature

Date