



Job Description

Job Title:	Clinician-Developmental Disability Services	Department:	Specialized Behavioral Health
Reports to:	Clinical Supervisor	FLSA:	Exempt
Division	Behavioral Health Services	Location	Hybrid
Business Unit	Behavioral Health Services	Grade level	8

Children’s Center of Wayne County (TCC) The Children’s Center, founded in 1929, provides evidence-based clinical therapy to children who deal with mental, behavioral, emotional, intellectual, and developmental health and educational challenges or may have experienced trauma.

School + Community-Based Partnerships: We partner with K-12 schools and community organizations that serve children to provide clinical therapy, counseling, psychological services, and psychiatric evaluations, treatment & interventions.

Child Welfare: In addition to the clinical therapy programs offered, The Children’s Center places children in licensed foster homes, and supports them throughout their time in the child welfare system.

Child Well-being + Family Success: We operate an onsite family success center that promotes child-wellbeing and offers children and youth from all walks of life to access relevant mental health crisis prevention and child abuse and neglect prevention services.

Advocacy: We champion child and youth well-being for those experiencing poverty-related issues, those within the child welfare system, and those in need of evidence-based, clinical therapy.

TCC’s mission is to help children and families shape their own futures. If as many children as possible, and their families can easily access comprehensive, evidence-based, clinical therapy that is integrated into and supports their everyday lives then, children will experience an improved quality of life where they have a true sense of agency and empowerment in their lives.

We embrace and demonstrate a set of Core Values as the foundation of our culture. They define how we do what we do, and what we value in our work with each other and our community. Daily demonstration of these values, in mindset and behavior, is required to be successful as a TCC team member.

- **Dedicated-**We are devoted, dedicated and always willing to pitch to accomplish our mission.
- **Passionate-**We are passionate about what we do and helping the people we serve.
- **Accountable-**We do what we say and accomplish all aspects of our responsibilities.
- **Can Do Attitude-** We approach our responsibilities with a positive attitude.
- **Respectful-** We always treat co-workers, donors, children and families with the utmost respect, courtesy, and patience.



Job Summary

Provide evidence-based clinical services to assigned clients in a therapeutic setting. Engage clients and families in individual, family, and group therapy services to address treatment goals of each unique individual. Collaborate effectively with other treatment team members on an ongoing basis.

Job Requirements

- A minimum of 1 year experience in a program that diagnoses, evaluates, and treats minors and their families in a community-based setting as needed.
- A minimum of 1 year of clinical experience with children or adults with intellectual and/or developmental disabilities including Autism Spectrum Disorder (ASD) required.
- Ability to assess, diagnose, develop treatment plans and provide crisis intervention.
- Prior experience in providing and managing mental/behavioral health services and Evidence-Based Practices preferred.
- Previous experience using an electronic medical records system preferred.
- Ability to demonstrate basic computer skills related to windows navigation, Microsoft Office and general office equipment.
- Must be able to provide clearance that there is no record and/or convictions as a perpetrator of child abuse and/or neglect in the State of Michigan Child Abuse/Neglect Central Registry and other states of residency over the past 5 years.
- If position requires driving, you must be able to provide proof of having a current, valid driver's license, reliable transportation, and
- current automobile insurance.
- Ability to work effectively both independently and with an interdisciplinary team.
- Ability to effectively manage time, information, and meet deadlines.
- Master's degree in mental health related field such as; social work, psychology, or/and counseling.
- Must have a license in the state of Michigan for the coordinating degree and maintain license throughout employment. Meet and maintain eligibility criteria to be credentialed per the MDCH Qualifications Guidelines. State of Michigan Full or Limited License (MSW, Professional Counselor, Psychologist) - Full License preferred. CAFAS or PECFAS Certification a plus.

Essential Functions

- Using a Family Centered Planning model, coordinate and monitor delivery of services and implementation of behaviorally specific treatment goals and objectives for assigned clients including the assessment, treatment, coordination of referrals and additional service with outside providers.
- Maintain a flexible schedule in order to appropriately deliver services to meet client needs in the home, school, community or agency and by working evening and weekends.
- Complete all required paperwork and psychiatric referrals according to agency and program deadlines.
- Maintain clinical records, reports, case notes, and all other client documentation in the appropriate electronic record systems, meeting all agency, contractual or billing requirements and deadlines.
- Ability to manage/conduct individual and family therapy sessions with children with multiple delays (i.e. lack of communication skills, repetitive behaviors, poor boundaries, limited safety skills, poor emotional regulation, etc.).
- Provide a variety of services to assigned caseload, such as individual, family, group therapy, case consultation, advocacy, crisis intervention, referral for short-term and long-term hospitalization, etc. with a focus on ABA specific skills for interventions.
- Develop Performance Goals and Expectations with immediate supervisor annually.



- If certified in a clinical model of practice, staff must maintain certification in and participate in all training and program requirements to assure model fidelity for any Evidence Based, Promising and/or Best Practice Models.
- Support the values of the family, The Children's Center Mission and the commitment to the ongoing safety and family stability.
- Collaborate and maintain professional standards at all times while conducting agency business.
- Perform other related duties as assigned by the Supervisor.

Key Performance Indicators

- 100% of active community-based clients to have a scheduled appointment on a monthly basis using the metric of unique clients seen.
- Engage clients and families in a manner that minimizes no show/cancellations to less than 35%
- Maximize engagement practices to meet weekly appointment scheduled hours expectations of 33 hours and weekly billed hours expectations of 21.45 hours.
- Uphold the agency's core values and will have no more than two disciplinary actions related to core values concerns.
- Ensure that progress notes and SALS (including treatment plans and assessments) are completed with less than 3 infractions per month in accordance with the policy.
- Active participation in supervision, no less than on a bi-weekly basis, or consistent with regulatory standards
- Attend the required Agency and regulatory trainings and additional trainings based upon your position.

Additional Functions

- Contribute to a positive workplace culture that demonstrates evidence of high accountability, inclusivity, and collaboration.
- Demonstrate a commitment to anti-racist practices, diversity, equity, and inclusion in the workplace.
- Actively support and encourage creating a safe, welcoming, and inclusive administrative and service delivery environment.
- Adhere to best practices, ethical standards, and compliance with relevant laws and regulations.

Physical Requirements

- Ability to lift up to 25 Lbs.
- Ability to kneel, crawl, maneuver and interact with children on the floor or at a child's level.
- Ability to traverse stairs and other uneven terrain to gain access to and to maneuver throughout offsite locations including residential homes, office buildings and special event locations.
- Ability to prepare and inspect documents in hard copy or electronic format. Ability to tolerate exposure to computer screen and operate computer/keyboard and other office equipment on a frequent and/or continuous basis.
- Ability to receive and exchange information and accurately and effectively communicate and converse with others.
- Ability to sit for extended periods of time.

Other

- N/A



This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities 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.

Employee Printed Name _____

Employee Signature _____ Date _____