

**Sanilac County Community Mental Health Authority  
227 E. Sanilac  
Sandusky, MI 48471  
810-648-0330**

**Position: Home Based Therapist (Union)**

**Position code: #21-09**

**Position Location: Administration Building**

**Position Characteristics: Refer to Attached Job Description**

**Minimum Qualifications: Refer to Attached Job Description**

**Current Work hours: 37.5 Hrs./Wk.**

**Compensation Range: \$24.38/Hr.-\$31.52/Hr.**

**Position Dates: ASAP**

**Immediate Supervisor: Jeff Thompson, Clinical Supervisor**

**Date Position Posted: January 21, 2021**

**Union Deadline: January 27, 2021**

**External Deadline: ASAP**

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**Job Description**

<b>Job Title:</b>	<u>Children's Home Based Therapist</u>
<b>Department:</b>	Children's Services
<b>Hours:</b>	Variable/flexed schedule as dictated by individual/family needs (Monday-Friday)
<b>Supervisor:</b>	Clinical Supervisor
<b>Classification:</b>	Eight (8)
<b>Prepared By:</b>	Clinical Supervisor

**SUMMARY:**

Provides intensive home based services to children and their families with multiple service needs who require access to an array of mental health services. Treatment is based on the child's need with focus on the family unit. Services are provided in the family's home and in the community.

This position provides therapy to individuals and families regarding psychological or emotional problems such as stress, substance abuse, or family situations.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following; however, other duties may be assigned.

- Interviews child and family to obtain information concerning treatment history or other pertinent information.
- Observes client to detect indications of abnormal physical or mental behavior.
- Completes the individual plan of service using a person centered planning approach, conducts periodic reviews of the plan, and revises plan as necessary to assure that the preferences and satisfaction of the child and family are reflected in the individual plan of service.
- Serves as the primary advocate for the child and family and assures that the child and family are linked with needed resources in the community.
- Monitors and coordinates community treatment such that the child and family are able to access and sustain involvement with entitlement programs and other needed community resources.
- Plans and administers therapeutic treatment to assist child and family in controlling disorders and other problems and maintaining the child in the home.
- Consults with medical doctor or other specialists concerning treatment plan and amends plan as appropriate.
- Refers client to supportive services to supplement treatment and counseling.
- Therapist is required to perform case management functions as needed including linking, monitoring, coordinating, assessing, planning, and follow-up.

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- The home based worker will complete annual assessments & make appropriate referrals to other SED Services & Programs.
- Maintains ongoing communication with supervisor regarding assigned duties and attends regularly scheduled staff meetings and required trainings.
- Responsible for all crisis intervention with assigned cases during work hours. Participates in rotation for after hours on call service & assists with crisis intervention during the workday as available.
- You will be required to fulfill On-call coverage (after hours), which include evenings, weekends and holidays.
- Home Based Therapists will be responsible for providing a minimum of four hours of intensive services for each family monthly.

**COMPETENCIES**

To perform the job successfully, an individual should demonstrate the following competencies:

- **RESPECT FOR INDIVIDUALS;** consistently treats all people with dignity and respect.
- **JOB PERFORMANCE ACCURACY/EFFICIENCY;** ability to properly organize and carry out job duties completing a normal amount of work in a timely manner
- **JOB KNOWLEDGE/SKILL;** extent of job information and understanding possessed by employee.
- **JOB ATTITUDE;** amount of interest, enthusiasm, and positive intent shown on the job.
- **FOLLOWS POLICIES;** demonstrates understanding of an adherence to policies.
- **BUSINESS ETHICS;** demonstration of expected morals and principals.
- **COMMUNICATION;** verbal and written communication are constructive, effective, respectful and clear.
- **INITIATIVE;** extent to which employee is a self-starter in attaining job objectives.
- **JUDGEMENT/DISCRETION;** extent to which decision and actions are based on sound reasoning and weighing of possible outcomes.
- **PLANNING AND ORGANIZATION;** Plans and organizes work activities/uses time efficiently.
- **PROBLEM SOLVING;** Identifies problems and resolves them in early stages.
- **PROFESSIONALISM;** Accepts responsibility for actions and follows through on commitments.
- **TEAMWORK;** demonstrates ability and willingness to cooperatively and effectively as part of a team.

**SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities.

**QUALIFICATIONS REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:**

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- Candidates/Employees are required to have a Masters Degree in Human Services Field from an accredited school with licensure as a LLMSW, LMSW, TLLP, LLP, LP, LLPC OR LPC.
- Candidates/Employee must also qualify as QMHP, QMRP or CMHP where appropriate for population being served.
- Staffs are required to hold a SUD licensure/development plan before July 31, 2017. Staff may comply with this requirement by applying for a MCBAP Plan, scheduling their test for SUD licensure or becoming fully licensed as an SUD provider. Note that staff must show proof of how they are meeting these requirements on or before August 1<sup>st</sup>, 2017. For any staff hired after August 1<sup>st</sup>, 2017 they must apply for SUD licensure within 60 days of hire.
- For anyone working with children, they must receive 24 hours of Children's training per calendar year and become a CAFAS and PECFAS rater. A Minimum of one year of experience with examination, evaluation and treatment of SED Children and families is required.

**LANGUAGE SKILLS:**

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**REASONING ABILITY:**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**COMPUTER SKILLS**

To perform this job successfully, an individual should have knowledge of Word Processing software. Recommended typing speed of 45 wpm.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Valid Michigan Driver' License. Chauffeurs license; if transporting individuals that receive services.

**OTHER SKILLS AND ABILITIES:**

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those 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.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand; travel between offices and throughout building, use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

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The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate. Employee may be required to travel to outside meetings or homes as determined by caseload. While performing some of the duties of this job, the employee is will be exposed to outside weather conditions.

*Sanilac County CMH embraces an employment environment that promotes recovery and discovery, a person-centered approach to treatment/services, and cultural competence. An employee in this or any position is expected to support the employment environment. This includes having lived experience with behavioral health issues.*