

# KAIROS

The moment when change is possible

Administrative Offices  
715 S.W. Ramsey Ave., Grants Pass, OR 97527  
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## JOB DESCRIPTION

<b>Job title:</b>	Individual and Family Therapist
<b>Range:</b>	C16
<b>Program:</b>	<b>Jackson Services</b>
<b>Supervisor:</b>	Program Manager
<b>FLSA Status:</b>	Exempt
<b>Degree of Supervision:</b>	Formal Supervisory Sessions Scheduled Bi-Weekly or as needed
<b>Positions Supervised:</b>	None

**Primary Purpose:** This position is a member of the interdisciplinary treatment team providing psychiatric services to youth, young adults and their families. Provides comprehensive mental health assessments, treatment plans and interventions within the framework of a multi-faceted treatment approach including Collaborative Problem Solving (CPS), Dialectical Behavior Therapy (DBT), Cognitive Behavior Therapy (CBT), and other models/approaches as appropriate to meet the needs of the youth and families in our care. Maintain flexibility and adaptability in a dynamic and progressive agency.

### **Education and Experience**

Must meet Qualified Mental Health Professional (QMHP) classifications, which includes a degree in one of the following:

- Graduate degree in Psychology;
- Graduate degree in Social Work;
- Graduate degree in Recreational, Art, or Music Therapy;
- Graduate degree in a behavioral science field; or
- A qualified Mental Health Intern, as defined in 309-019-0105 (61)

Additionally the QMHP's ability to become licensed within 2 years is preferred.

Must demonstrate the ability to conduct an assessment, including identifying precipitating events, gathering histories of mental and physical health, substance abuse, past mental health services and criminal justice contacts, assessing family, cultural, social and work relationships, conducting a mental status examination, complete a DSM diagnosis, write and supervise the implementation of a Service Plan, and provide individual, family or group therapy within the scope of their training.

### **Minimum Qualifications:**

1. Provide proof of current, valid Oregon Driver's License (or if out-of-state will obtain Oregon license within 30 days), comprehensive automobile insurance (if applicable) and a safe driving record (minimum of 3 yrs.) to use company or personal vehicle for required duties.
2. Successfully pass a Criminal Background Check and Medicaid Fraud Check.
3. Obtain and maintain current certification in the Child and Adolescent Needs and Strengths (CANS) assessment.

4. Obtain and maintain current Therapeutic Crisis Intervention (TCI) certification and demonstrate proficiency in TCI Certification procedures.
5. Obtain and maintain current First Aid and Cardiopulmonary Resuscitation (CPR) certification and Food Handlers Card.
6. Obtain and maintain National Provider Identifier (NPI) number and credentialing application process.

### **ESSENTIAL DUTIES, RESPONSIBILITIES AND CORE COMPETENCIES:**

- A. Deliver and coordinate psychiatric services for youth, young adults and families.
- B. Establish rapport by demonstrating and maintaining clear, consistent, appropriate, and therapeutic boundaries.
- C. Demonstrate knowledge of all applicable Oregon Administrative Rules (OAR) as they pertain to assessment, - treatment planning, and ongoing documentation of services.
- D. Concisely and thoroughly document daily clinical information. Provide timely accurate documentation to meet billing requirements. Must adhere to Oregon Administrative Rules (OAR) and standards of care.
- E. Demonstrate knowledge of and be able to efficiently access community resources, support services and referral systems for treatment and discharge planning.
- F. Provide treatment and assist in stabilization of youth and young adults using a variety of evidence based methods including wraparound, strengths-based, and family-centered framework.
- G. Provide individual, group and family therapy per treatment plan.
- H. Formulate and document mental health assessments and treatment plans based on identified strengths and needs.
- I. Maintain communication avenues with essential positions regarding client needs and treatment plans.
- J. Fulfill responsibilities for Qualified Mental Health Professional (QMHP) therapist on duty responsibilities.
- K. Provide clinical leadership guidance to staff directly working with youth and young adults, families, and community partners.
- L. Actively supervise and interact with youth and young adults both in the community and within the therapeutic milieu to maintain safety and provide psychiatric services.
- M. Demonstrate knowledge of youth and young adults' development and group dynamics by adjusting therapeutic approaches to developmental level and group interactions.
- N. Safely de-escalate youth and young adults, including in crisis situations, by effectively using verbal intervention skills.
- O. Participate in continuous quality improvement and assurance activities.
- P. Abide by ethical codes, mission, values, and professional standards, including confidentiality and HIPPA.
- Q. Actively utilize and reference agency policies, procedures, and guidelines.
- R. Present a positive attitude, professional demeanor and demonstrated respect with youth and young adults, families, staff, visitors, and community partners.
- S. Perform all work tasks in a proper and safe manner per established policies, procedures and guidelines to prevent unnecessary injury, time loss and agency expense.
- T. Comply with all federal, state and agency health and safety reporting requirements.

### **Other Duties:**

Perform other related work as assigned.

Attend trainings and meetings as assigned. May be appointed to committees.

### **Attendance:**

Maintain prompt and regular attendance.

Ability to be flexible and adjust schedule as necessary to fit program needs and meet the needs of youth and their families.

**Physical Demands:** The physical demands described here are representative of those that must be met by the staff person to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the staff person is regularly required to use hands to type, handle or feel; reach with hands and arms; talk or hear. The staff person frequently is required to stand and walk. The staff person is occasionally required to sit, stoop, kneel, crouch or crawl. The staff person must frequently lift and or move up to 10 pounds and occasionally lift and/or move up to 45 pounds. Specific vision abilities required for this job include close vision, distance vision, color vision and depth perception and operating a motor vehicle.

**Working Conditions:** The working conditions described here are representative of those that must be met by the staff person to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the staff person is frequently exposed to loud noises, outside weather conditions such as heat, cold and humidity. The staff person is occasionally exposed to chemical solutions and body fluids. The staff works in varied residential and community environments based on assigned caseload; conditions of client homes and environments may vary.

**Hazardous Conditions:** Risk of verbal and physical threats and harm from clients. Possible exposure to air and Bloodborne Pathogens

**Equipment Used:** May include general office equipment, such as computer, telephone, agency or personal vehicle, and general cleaning supplies.

**Travel:** Travel is expected for required trainings and meetings.

**Other Responsibilities:**

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required for this job. Duties, responsibilities and activities may change at any time with or without notice.

Staff signature below constitutes staff's understanding of the requirements, essential functions and duties of the position.

Staff signature: \_\_\_\_\_ Date: \_\_\_\_\_