



Bilingual Clinician I (ASW, APCC, MFTI)
Bilingual Clinician II (LCSW, LPCC, MFT, PHD)

POSITION PURPOSE

A Bilingual Clinician I or II is responsible for providing mental health services to children, youth, and adults as well as related services. Services will be provided in school settings, office settings, client homes, and community settings.

ESSENTIAL JOB FUNCTIONS:

All duties may be required to be performed in fluent, accurate Spanish, including verbal and written work

- Conducts mental health assessments of children, teens and adults using best practices and in accordance with policies of Changing Tides Family Services and the parameters of the relevant funding source
- Develops an appropriate treatment plan which addresses the specific goals for the client after engaging with the client, family, and other individuals
- Provides individual counseling or therapy, group counseling or therapy, and supportive mental health services appropriate to the goals of the individual being served
- Collaborates with other professionals working with the client including but not limited to educational personnel, medical personnel, referral sources, and others as appropriate
- In collaboration with the client and others as appropriate, monitors progress toward goals, and using data and empirical methods, evaluates treatment outcomes. Re-defines treatment goals as indicated
- As indicated, prepares an aftercare plan; supports client and their family as appropriate during termination of services or transition of services
- Accurately and efficiently documents all work performed using templates as provided by Changing Tides Family Services; submits billing documentation in accordance with administrative directions
- Participates in required professional development activities, which include individual supervision and group supervision
- Coordinates work with other professionals and para-professionals who are serving the client
- In instances where medical necessity must be established for services to be provided, accurately defines the factors leading to the conclusion that medical necessity has been established
- When as part of an assessment to establish medical necessity, appropriately and accurately uses the most current version of the Diagnostic and Statistical Manual for performing diagnoses for children, youth, and adults
- Maintains contemporary knowledge of evidence based practices and best practices
- Demonstrates sensitivity in working with students/clients, their families, and other professionals who may come from diverse cultures
- Maintains confidentiality of information and ensures appropriate releases of information are on file prior to sharing information; adheres to HIPAA regulations for services which meet the standard of medical necessity
- Efficiently uses a personal computer, laptop, or other electronic equipment and electronic software supplied by Changing Tides Family Services. Demonstrates ability to prepare progress notes and other documentation in the electronic health record system used by the agency
- Participates at community events, meetings, and activities which support Changing Tides Family Services to achieve its goals
- May be assigned to research various mental health topics or resources; makes reports as assigned
- Provides services to meet or exceed any productivity level which may be established by Changing Tides Family Services

BILINGUAL CLINICIAN I & II

- Exercises sound independent judgment and takes appropriate action
- Applies home visiting best practices when in the field
- May schedule appointments directly or respond to appointments being scheduled by support staff; organizes and conducts work to support maximum productivity levels
- Participates in quality assurance activities which may include peer reviews
- Immediately communicates to Clinical Services Director and Family Empowerment Services Director any instances of unusual incidents; submits reports as required
- Reports suspected cases of child abuse and elder abuse in accordance with mandated reporting requirements
- May provide consultation (or clinical supervision if qualified) to student interns or clinicians who are not fully licensed (Applies only to appropriately certified LCSW's, MFT's, and PhD's)
- Operates under the clinical direction of the Clinical Services Director
- Operates within all State and Federal laws and ethical guidelines set forth by the Board of Behavioral Sciences and California Department of Consumer Affairs
- Maintains a clear license or intern registration with the Board of Behavioral Sciences
- Complies with Changing Tides Family Services Personnel Policies and other formal Changing Tides Family Services guidelines and policies

QUALIFICATIONS:

Education and Experience

- Minimum of a Master's level in psychology, social work, or related field
- Current license or intern registration in good standing with the California Board of Behavioral Sciences. Clear, non-probationary license must be maintained at employee's expense during duration of employment
- Ability to speak, read, and write in accurate, fluent Spanish

ADDITIONAL REQUIREMENTS

- Possession of a valid California driver's license, current automobile insurance, a vehicle for work and a driving record consistent with agency insurance carrier requirements
- Must pass a background check (DOJ and FBI) and must provide TB clearance documentation
- Ability to work a varied schedule including evenings, weekends, and early mornings
- Ability to meet with students/clients and/or their families in a variety of settings throughout Humboldt County, such as school sites, in homes, at family resource centers, at community locations

Note: Bilingual Clinician I is an hourly position. Bilingual Clinician II is an exempt position, not subject to overtime provisions. Either position can be designated as intermittent based on agency business need.

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