



Martha's Vineyard Community Services, Inc.
Clinician (Fee for Service)
Job Description

Job Summary: Responsible for the assessment and direct treatment of assigned caseload of children and/or adults with psychiatric and/or substance abuse disorders.

The Clinician works to assure the following:

- Exemplifies MVCS vision and guiding principles;
- Models highest standards of professional ethics and clinical practice;

Job Duties (*Essential Job Function)

- Maintains caseload congruent with direct service hours and productivity requirement;
- Completes a thorough initial assessment with each client to determine appropriateness for admission. Makes appropriate referral if client does not meet admission criteria;
- Completes required electronic and paper admission documentation and admits appropriate clients to the program as per policy and regulations;
- Completes initial and ongoing individualized action plans and comprehensive assessments within the required time frames that include the current needs, strengths, safety, and corresponding plan of care for each client;
- Provides therapeutic individual/group/family therapy as prescribed in the client's course of treatment and treatment plan;
- Provides home/community based services for the ICC's DCF funded Family Support and Stabilization Program, CBHI, Senior Programs and additional programs as required;
- May be assigned to perform on call for Emergency Services in accords with the union contract currently in effect;
- Utilizes an effective manner and therapeutic style that demonstrates caring and empathy toward clients;

- Makes active attempts to re-engage clients who withdraw from treatment when clinically appropriate;
- Produces accurate, timely and professionally formulated progress notes after each session or interaction that reflects the client's status, progress, and treatment plan goals;
- Completes case record self-audits on each client's chart as required;
- Promptly and actively communicates with the client's family and designated collaterals and service providers;
- Conducts home visits when clinically appropriate;
- Observes client confidentiality laws and regulations and assures that release of information forms have been properly initiated, signed and updated as necessary;
- Completes all required paperwork to enable third party reimbursement in a prompt, professional, and efficient manner;
- Discharges clients per ICC policy and procedure. Promptly completes discharge summaries and sends a copy to the appropriate referral sources as per policy and regulations;
- Participates in required staff meetings and designated training. Attends other educational training to keep skills current and maintain credentials. Keeps credential up to date;
- Consistently meets the ICC standard for clinical productivity;
- Clinician will meet regularly with supervisor (bi-monthly), attends weekly staff meetings and trainings as required.

Qualifications:

- Massachusetts Independent License to practice (LICSW, LMHC or equivalent). Must be eligible for credentialing under public payer sources and must meet the credentialing requirements for the specific contract under which the clinician is the liaison.
- At least two (2) years professional mental health clinical experience, some pre-master's internships can be considered for experience requirement.
- General knowledge of therapeutic techniques used in individual, group and family psychotherapy.
- General knowledge of the services provided under the specific contracts.
- Knowledge of the principles of evidence-based mental health and substance abuse treatment modalities.
- Knowledge of DSM 5 information on types and symptoms of mental and/or emotional disorders.
- Ability to recognize symptoms of mental and/or social emotional disorders in clients and to analyze social and psychosocial data to diagnose, draw conclusions, develop treatment plans with the person served, make appropriate recommendations and interventions.
- Ability to interact with people who are under physical and/or emotional stress.
- Training/education in child and adolescent growth development

This statement contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skills typically requires, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.
