

RESOLUTION NO. 12-7770

RESOLUTION TO ADOPT THE JOB DESCRIPTIONS OF BEHAVIORAL HEALTH THERAPIST I; AND BEHAVIORAL HEALTH THERAPIST II.

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and
WHEREAS, there is a need to include two new classification entitled Behavioral Health Therapist I and Behavioral Health Therapist II; and
WHEREAS, the Human Resources Director has discussed the functions of the Behavioral Health Therapist I and II with the Mental Health Director, Mr. John Sebold; and
WHEREAS, to accurately reflect the duties, responsibilities, and qualifications of the Therapist under the Mental Health Department to include functions brought forward by AB109; the Human Resources Director recommends to the Board on this date to approve and include the classifications of Behavioral Health Therapist I, and Behavioral Health Therapist II.
NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

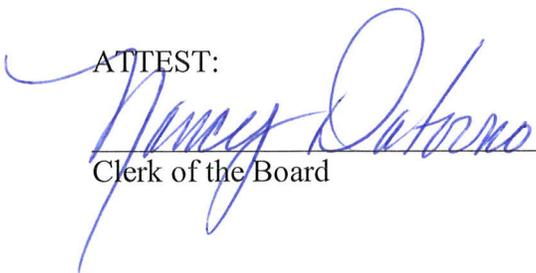
The County's classification plan is hereby amended to reflect the addition of the Behavioral Health Therapist I, at range 2009, and Behavioral Health Therapist II, at range 2214.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of April, 2012, by the following vote:

AYES: Supervisors SWOFFORD, THRALL, KENNEDY, SIMPSON, MEACHER
NOES: Supervisors NONE
ABSENT: Supervisors NONE


Chairperson, Board of Supervisors

ATTEST:


Clerk of the Board

BEHAVIORAL HEALTH THERAPIST I

DEFINITION

Under supervision of a licensed clinical supervisor to provide integrated mental health and alcohol and drug counseling and treatment to individuals with qualifying mental and alcohol and drug conditions. Serves a population of individuals that typically have legal problems, multiple incarcerations or are at risk of incarceration.

DISTINGUISHING CHARACTERISTICS

This is entry and first working level class in the Behavioral Health Therapist series. It differs from the behavioral Health Therapist II in that incumbents function under more direct supervision of a licensed clinician and are not licensed, but are eligible to be licensed.

REPORTS TO

Mental Health Director or Program Chief.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

BEHAVIORAL HEALTH THERAPIST I - 2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of individuals with primary mental health, primary alcohol and drug problems and individuals with co-occurring disorders.
- Formulates treatment plans that integrate mental health and alcohol and substance abuse treatment models in collaboration with individuals served.
- Coordinates care with other providers including, case managers, primary care providers, probation and the courts.
- Completes reports that inform the Court and Probation of progress and treatment challenges.
- Maintains an awareness of mental health and alcohol and drug counseling methodologies.
- Provides crisis intervention and assessment for individuals with primary mental health diagnosis, primary alcohol and substance abuse diagnosis and individuals with co-occurring disorders.
- Prepares case histories and maintains patient records.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Participates in mental health and alcohol and drug education program, conferences and community programs.
- Attends training conferences relevant to current mental health alcohol and drug and co-occurring disorders.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.
- Operates a personal computer and effectively utilizes an electronic health records system.
- Conducts recovery activities, case management, and completes related work as required.
- Understands State and Federal laws regarding privacy, confidentiality and security.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

BEHAVIORAL HEALTH THERAPIST I - 3

TYPICAL WORKING CONDITIONS

Work is usually performed in an office or community environment; continuous contact with staff and the public. This position may require routine driving to locations throughout the county for the performance of work.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in behavioral health programs.
- Therapeutic treatment methods and procedures in the mental health and alcohol and drug field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health and alcohol and drug services and programs.
- Current practices and techniques in psychotherapeutic and recovery model treatments.
- The scope and activities of public and private agencies in the behavioral health field.
- Psychotropic medications, medications and substances associated with addiction and abuse.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses and dependency.

Ability to:

- Perform a variety of mental health/behavioral health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain confidence and cooperation of individuals with mental health and substance abuse/dependency and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health and alcohol and drug program rules, regulations and policies.
- Consistently document all assessments, treatment plans and service interventions in a manner that complies with all audit and regulatory requirements.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

BEHAVIORAL HEALTH THERAPIST I - 4

Training and Experience:

1. Possession of a master's degree in Social Work, Psychology, counseling or appropriate related field, received from an accredited institution.

or

2. Possession of Registered Nurse degree with a three (3) years experience in psychiatric setting (both inpatient and outpatient).

or

3. Possession of a Psychiatric Technician license (LPT) with five (5) years experience in a psychiatric setting.

Special Requirements: Possession of a license, or eligible to be licensed, as an LCSW or MFCC or LPCC issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners. Must meet the certification requirements of the Licensing and Certification Division of the State of California Department of Alcohol and Drug Programs. If not licensed this individual must complete AOD counselor certification within five (5) years the date of registration per ADP regulations.

Possession of an appropriate California Driver's License issued by the California Department of Motor Vehicles.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

BEHAVIORAL HEALTH THERAPIST II

DEFINITION

Under supervision of a licensed clinical supervisor to provide integrated mental health and alcohol and drug counseling and treatment to individuals with qualifying mental and alcohol and drug conditions. This position serves a population of individuals that typically have legal problems, multiple incarcerations, relational problems and are at risk of incarceration.

DISTINGUISHING CHARACTERISTICS

This position is a journey level class in the Behavioral Health Therapist series. It differs from the Behavioral Health Therapist I in that incumbents function under less supervision and are licensed. They may travel to different communities throughout the County to provide counseling and treatment services.

REPORTS TO

Mental Health Director or Program Chief.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

BEHAVIORAL HEALTH THERAPIST II - 2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of individuals with primary mental health, primary alcohol and drug problems and individuals with co-occurring disorders.
- Formulates treatment plans that integrate mental health and alcohol and substance abuse treatment models in collaboration with individuals served.
- Coordinates care with other providers including, case managers, primary care providers, probation and the courts.
- Completes reports that inform the Court and Probation of progress and treatment challenges.
- Maintains an awareness of mental health and alcohol and drug counseling methodologies.
- Provides crisis intervention and assessment for individuals with primary mental health diagnosis, primary alcohol and substance abuse diagnosis and individuals with co-occurring disorders.
- Prepares case histories and maintains patient records.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Participates in mental health and alcohol and drug education program, conferences and community programs.
- Attends training conferences relevant to current mental health alcohol and drug and co-occurring disorders.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.
- Operates a personal computer and effectively utilizes an electronic health records system.
- Conducts recovery activities, case management, and completes related work as required.
- Understands State and Federal laws regarding privacy, confidentiality and security.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

BEHAVIORAL HEALTH THERAPIST II - 3

TYPICAL WORKING CONDITIONS

Work is usually performed in an office or community environment; continuous contact with staff and the public. This position requires routine driving throughout the county and occasional driving outside the county to various sites.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in behavioral health programs.
- Therapeutic treatment methods and procedures in the mental health and alcohol and drug field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health and alcohol and drug services and programs.
- Current practices and techniques in psychotherapeutic and recovery model treatments.
- The scope and activities of public and private agencies in the behavioral health field.
- Psychotropic medications, medications and substances associated with addiction and abuse.
- Quality Assurance practices and standards.
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Ability to:

- Perform a variety of mental health/behavioral health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain confidence and cooperation of individuals with mental health and substance abuse/dependency and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health and alcohol and drug program rules, regulations and policies.
- Consistently document all assessments, treatment plans and service interventions in a manner that complies with all audit and regulatory requirements.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

BEHAVIORAL HEALTH THERAPIST II - 4

Training and Experience:

1. Possession of a master's degree in Social Work, Psychology, counseling or appropriate related field, received from an accredited institution.

or

2. Possession of Registered Nurse degree with a three (3) years experience in psychiatric setting (both inpatient and outpatient).

or

3. Possession of a Psychiatric Technician license (LPT) with five (5) years experience in a psychiatric setting.

Special Requirements: Possession of a license, as a LCSW, or MFCC or LPCC issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners. Must meet certification requirements of the Licensing and Certification Division of the State of California Department of Alcohol and Drug Programs. If not licensed this individual must complete AOD counselor certification within five (5) years the date of registration per ADP regulations.

Possession of an appropriate California Driver's License issued by the California Department of Motor Vehicles.

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