



Bayview Hunters Point Foundation for Community Improvement, Inc.

150 Executive Park Blvd., Suite 2800, San Francisco, CA 94134

JOB ANNOUNCEMENT

POSITION: THERAPIST (UNLICENSED) - Bayview Integrated Behavioral Health Services

Classification: Non-Exempt

Reports to: Clinical Supervisor

The Bayview Hunters Point Foundation is a multi-resource community based organization that is committed to providing quality services to meet the changing needs of at-risk populations in Bayview Hunters Point and the greater San Francisco area. The Bayview Integrated Behavioral Health Service specializes in recovery-oriented treatment for people of all ages by providing diagnosis, treatment, and rehabilitative interventions. Services are provided primarily to residents of the Southeastern sector of San Francisco, but any resident of the city is welcome.

GENERAL DESCRIPTION:

Under supervision, performs a broad range of clinical duties in an outpatient mental health service for adults, adolescents, children and families. Duties include diagnostic evaluation, intensive psychotherapy, and prevention, consultation and education. This non-exempt position reports to the Clinical Supervisor, as designated by the Director, Mental Health Services.

EXAMPLE OF DUTIES:

- Receives and provides referrals from other agencies and professionals and handles initial contact with clients.
- Expected to maintain a productivity level of 92 hours of billable services per month.
- Conducts intake interviews and carries out related procedures, including initial diagnosis and disposition and referral out if indicated. Completes appropriate forms and documents. Requests relevant information from collateral sources.
- Conducts comprehensive diagnostic studies of clients. On a selective basis, arranges for additional evaluations, including medical, neurological, psychological, educational, speech and language. Completes ERMHS assessments, participates in IEPs and completes mental health addendums.

- Develops and periodically reviews individual treatment plans. Contracts for psychotherapy with appropriate family members.
- Provides intensive psychotherapy for clients in a wide range of modalities (individual, family and group); provides mental health services to children, adolescents and adults.
- Completes and submits all Access Authorizations for minors and adults; completes all PURQC forms to extend initial authorizations; utilization of CAFAS and CLEP assessment tools as required.
- Performs case management and crisis intervention when needed; maintains complete and accurate progress notes (into computerized system (Avatar)); bills and documents all contacts with clients; make home visits when appropriate.
- Actively participates in program's clinical case conferences; participates in continuing education training.
- Collaborates and consults with collateral sources. Advocates for clients' needs when necessary.
- Performs related duties as assigned or required.

MINIMUM QUALIFICATIONS:

Requires a Master's Degree in psychology, social work, counseling or related field. Requires at least two-years clinical experience working in mental health setting for the chronically mentally ill. Requires eligibility to practice clinical treatment in the State of California and license eligible for immediate application for licensure. Requires broad theoretical knowledge and expertise in the practice of a variety of treatment modalities and of diagnostics and therapeutic techniques in order to diagnose and solve problems in psychotherapeutic work with children, adolescents and/or adults. Requires experience working with people of color. Requires knowledge of the ethnic, economic and social factors affecting the residents of the neighborhood served by the program. Must be computer literate. Experience working with AVATAR billing system a plus.
