

MATAGORDA EPISCOPAL HEALTH OUTREACH PROGRAM (MEHOP)

JOB TITLE:	Licensed Clinical Social Worker (Behavioral Health)
CLASSIFICATION:	Exempt
LOCATION:	MEHOP Behavioral Health Clinic, Bay City, TX
REPORTS TO:	Licensed Professional Counselor

JOB SUMMARY:

Performs individual, marital, couples, group, and crisis intervention counseling to clients experiencing social, emotional, and vocational difficulties and providing counseling services for adults, adolescents, and children and their parents. Provides testing as appropriate for license and makes appropriate referrals for services, supervises, consults with family or spouse and performs outreach functions.

JOB DUTIES AND RESPONSIBILITIES:

1. Provides individual, couples, group, and crisis counseling relative to personal and social problems including substance abuse.
2. Provides outreach workshops and lectures.
3. Maintains up-to-date files on clients.
4. Consults with supervisor and other behavioral health providers concerning client needs.
5. Collects demographic data to maintain statistics on center usage.
6. Acts as liaison between client and community resources as needed.
7. Provides direct behavior health/substance patient care to patients of MEHOP and provides appropriate documentation.
8. Participates in efforts to improve clinical efficiencies and achievement of new performance standards such as Patient-Centered Medical Home.
9. Performs client health history and examination.
10. Assists in developing, implementing and evaluating policies and procedures relating to behavior health services.
11. Develops comprehensive plan of care of clients.
12. Participates in the implementation of the Quality Assurance Program, Medical Peer Review, and CPI Committee.
13. Ensures appropriate orientation and continuing education offerings for self to maintain excellence, including safety and behavior health competency.
14. Establishes and maintains systems for patient referrals.
15. Maintains accurate record keeping system and client database.
16. Participates in clinical and other collaborating activities associated with professional status.
17. Maintains membership and participates in activities of professional associations.
18. May provide leadership to colleagues in teaching and serve as a knowledgeable resource person to colleagues and community.
19. Strives to be an advocate for MEHOP in the local communities and participates in outreach and promotional activities after hours/weekends.
20. Some educational/conference travel required

JOB REQUIREMENTS AND EDUCATION:

- **EDUCATION**
 - Master's degree in social work (MSW)
 - Valid Driver's License in the State of Texas
 - Certified in Cardiopulmonary Resuscitation (CPR)
- **LICENSES & CERTIFICATIONS**
 - Two years of post-degree clinical experience; state licensing

- Knowledge of modern counseling practices and methods.
- Knowledge of and adherence to existing professional ethical standards.
- Ability to form and maintain effective counseling relationships with clients, to monitor client movement in the therapy process, and terminate the relationship in appropriate ways.
- Ability to plan, implement, evaluate, and report activities.
- Ability to effectively communicate orally, both in person and by telephone.
- Ability to effectively communicate in writing and to prepare written documents.
- Ability to maintain a consistent and dependable work schedule adhering to state requirements for employee work hours.
- Ability to occasionally travel
- Ability to respond to emergency situations in a timely manner.
- Ability to use a personal computer and other office equipment

EMPLOYEE BENEFITS:

Full Time: Malpractice insurance provided by MEHOP as MEHOP is a covered entity under the Federal Tort Claims Act (“FTCA”), performance bonus, health and life insurance, paid holidays, sick days

Part Time: Malpractice insurance provided as a deemed FTCA facility

SALARY: Commensurate with experience.