



Outpatient Therapist

Employer

Four County Mental Health
22214 D Street
Winfield, KS 67156
620-221-9664

Job Description

TITLE OF POSITION: Outpatient Therapist/ Alcohol Drug Counselor

SUPERVISOR: Clinical Services Director/Clinical Services Coordinator

WORK SCHEDULE:

MINIMUM QUALIFICATIONS:

- Licensed or immediately eligible for licensure as a Licensed Professional Counselor (LPC), Licensed Masters Level Psychologist (LMLP), Licensed Clinical Psychotherapist (LCP), Licensed Masters Level Social Worker (LMSW), Licensed Specialist Clinical Social Worker (LSCSW), Licensed Marriage and Family Therapist (LMFT), Licensed Clinical Marriage and Family Therapist (LCMFT), in the State of Kansas or State certified as an A/D Counselor with a minimum of a Bachelor's Degree or two years of relevant experience.
- Dependable vehicle, valid driver's license, and compliance with agency's liability carrier's requirements may be required depending on job assignment
- Communicate positively and effectively with others
- Basic proficiency in math
- Effective utilization of basic office technology

GENERAL RESPONSIBILITIES:

The therapist/alcohol drug counselor is responsible for providing mental health and/or alcohol and drug treatment services (individual, family, and group therapy) within the scope of their

license; and providing consultation services to individuals and organizations in the community. The therapist/alcohol drug counselor is expected to adhere to the ethical principles and guidelines set forth by the organization's governing his/her profession and to comply with professional guidelines established by the Kansas Behavioral Sciences Regulatory Board.

ESSENTIAL JOB FUNCTIONS:

1. Meets expected billable hours required by the provider (1000 hours per year unless other specified).
2. Completes admission assessments and provides treatment to patients. Provides individual, group, and family therapy services.
3. Completes all required clinical documentation in an accurate and timely manner. Documentation is due within 24 hours of the event unless otherwise specified.
4. If licensed to provide testing, administers, scores, and writes interpretive reports on psycho diagnostic tests.
5. Provides consultation to agencies, businesses, industries, and caregivers in the community.
6. Maintains effective working relationships with other agencies and referral sources.
7. Participates in administrative and interdisciplinary clinical staff meetings.
8. Provides crisis services on-call backup coverage for service area covered by primary location during periods where crisis on-call positions are vacant or on extended leave (crisis on-call coverage will be reimbursed in addition to base salary or exchanged from time out of the office).
9. Exhibit and promote decisions / behavior consistent with the Center's established Vision, Mission, and Values.

OTHER JOB FUNCTIONS:

Participates on review and other special committees as needed.

Other duties as assigned by Supervisor.

Any deviations to the work schedule *and all overtime* must be approved in advance if non-exempt.

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Or

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