

POSITION: QBHS/Qualified Behavioral Health Specialist

Compensation and benefits to be negotiated based on qualifications and experience. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. Independently Contracted QBHS will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.

JOB SUMMARY

QBHS' are part of a team of paraprofessionals providing direct outreach, community-based behavioral health services for clients of all ages. The primary role of the QBHS is to follow goals and implement them through interventions as determined by the Individualized Treatment Plan. This position is responsible for managing an assigned caseload of clients having long term behavioral health illness' and for assessing client needs, implementing and reviewing the treatment plan. The QBHS will work with the client to reach goals.

DUTIES AND RESPONSIBILITIES

- Maintain confidentiality of records relating to clients' treatment.
- Meet with clients regularly, as determined by the Individualized Treatment Plan
- Assist clients in setting goals based on their individual needs, assessments, help them to identify steps to achieve their goals, and monitor and record progress.
- Maintain regular contact with client's network of service providers and coordinate and attend appointments.
- Transport clients as necessary, using own vehicles.
- Complete and submit all required reports, clinical forms and enter evaluation data in a timely manner.
- Ensure Client insurance doesn't laps.
- Comply with all company employee and administrative procedures.
- Participate in initial and ongoing training, staff meetings, and individual supervision with Clinical Supervisor/Director at least once a month to discuss clients' needs, goals and issues.
- Assist in training new Case Managers in agency protocols.
- Other duties as assigned by supervisor.

ESSENTIAL SKILLS AND ABILITIES

- Demonstrated ability to effectively engage with clients and their families and work with diverse ethnic populations.
- Demonstrated ability to work effectively and efficiently in the field with little supervision.
- Work in conjunction with ITP
- Work with therapist on development of ITP
- Strong organizational and time management skills; ability to meet performance standards.
- Strong communication skills and ability to set professional boundaries with clients
- QBHS must be able balance independent judgment and problem-solving under pressure with consultation with the Clinical Supervisor/Director.
- Ability to prioritize and problem-solve in crisis situations.
- Familiarity with Microsoft Office programs, including Word and Outlook.
- Submit billing and other related paperwork in a timely fashion.
- Obtain and maintain current First Aid and CPR certifications.
- Demonstrated ability to maintain confidentiality of personal health information under 45 CFR and alcohol and drug information under 42 CFR Part 2, as well as comply with all state laws and regulations and company policy.

MINIMUM QUALIFICATIONS

- Minimum QBHS +3 years of community-based experience working with behavioral health populations, 4-year BA degree in Social, Human Services or relevant.

- Demonstrated history of working cooperatively and professionally with clients, visitors, other agency staff, and community agency representatives.
- Work as needed to complete caseload, and coordinated services based upon clients' needs and availability.
- Must have reliable means of transportation and a valid driver's license. If you use your own vehicle for your work-related transportation, must have current vehicle insurance.
- Must have and maintain Professional Liability Insurance throughout your contract with agency
- Must be a positive role model to staff, youth, families and community.
- Must have good written and oral communication skills and good organizational skills.
- Must maintain agency, coworker, and client confidentiality and abide by the Health Information Portability and Accountability Act.
- Must successfully pass a drug and/or alcohol test, if required.
- Must successfully pass an Ohio BCII Background Check; and FBI as required.

PHYSICAL DEMANDS

Language Skills: Ability to write clearly and cohesively and to present information effectively both orally and in writing.

Reasoning Ability: Ability to define problems, collect data, establish facts and draw valid conclusions from a wide variety of data and deal with several abstract and concrete variables.

Physical Demands: Job requires intermittent sitting, standing, walking, stooping, bending, kneeling, crouching, reaching, pushing, pulling, twisting, and writing. While performing the duties of this job, the contractor is regularly required to: sit; use hands to type; talk and hear; stand and walk, reach with hands and arms; stoop or kneel. Vision abilities required by this job include close, distance and color vision and the ability to adjust focus; able to drive a vehicle.

DISCLAIMER: Genesis Behavioral Services reserves the right to modify, interpret, or apply this job description in any way the company desires. This job description in no way implies that these are the only duties, including primary responsibilities, to be performed by the contractor occupying this position. This job description is not an employment contract, implied or otherwise. The employment relationship remains "at-will." The aforementioned job requirements are subject to change to reasonably accommodate qualified disabled individuals.