

## ADAPT - MENTAL HEALTH PRACTITIONER

Full Time Mental Health Practitioner position is available at the Range Mental Health Center for the ADAPT Program. This is for the Babbitt area. Application for employment should be downloaded from under the careers tab at [www.rangementalhealth.org](http://www.rangementalhealth.org) and submitted on or before July 24, 2017 via one of the following options:

Mail: RMHC, Attn. HR, P.O. Box 1188, Virginia, MN 55792

Fax: 218-741-3080

Email: [rtardy@rangementalhealth.org](mailto:rtardy@rangementalhealth.org)

### Essential Functions:

1. Provide individual, group, and family skills training at assigned school site(s)
2. Coordinate School Based Mental Health Services at assigned school site(s)
3. Build and maintain positive working relationships with partnering agencies
4. Document services in the RMHC electronic health record in a timely manner
5. Provide school/community personnel with essential program information
6. Respond to and provide crisis assistance and intervention as needed
7. Provide consultation and educational services to school/community staff
8. Complete all billing paperwork required by program funding sources, agency policy, DHS CTSS standards, or other payer requirement
9. Complete all clinical documentation and other medically necessary client information both as required by agency policy and DHS standards
10. Develop and update individual treatment plans for clients per as needed / required
11. Complete required standardized measurement tools for children and adolescents
12. Provide medically necessary mental health treatment to children and adolescents and their family, as directed by RMHC Code of Conduct and Minnesota Professional Board standards and ethics
13. Attend Multidisciplinary, ADAPT, school, and other meetings as directed
14. Coordinate care and referrals with other service agencies and with families
15. Provide program transportation as necessary
16. Work a schedule sufficient to meet the needs of the school district(s) assigned
17. Willingness and ability to be trained in cultural competencies and to provide culturally appropriate treatment services to youth and their families
18. Attend trainings as required by RMHC and the Department of Human Services so as to meet both minimum training requirements and mandated trainings
19. Communicate with Clinical Supervisor regarding client issues / updates as required by Department of Human Services and RMHC
20. Attend Individual Education Plan meetings as needed
21. Attend Special Education Trainings as directed
22. All other duties as assigned

### Qualifications:

1. Must fulfill one of the following education and experience requirements:
  - a) Holds a bachelor's degree in a behavioral science/related field, from accredited college/university and has at least 2000 hours of supervised experience in the delivery of mental health services to recipients with mental illness
  - b) Has at least 6000 hours of supervised experience in the delivery of mental health services to recipients with mental illness
  - c) Is a graduate student in one of the mental health professional disciplines and is formally assigned by accredited college/university to RMHC for clinical training
  - d) Holds a masters or other graduate degree in one of the mental health professional disciplines from an accredited college/university
2. Philosophical approach consistent with Range Mental Health Center's mission
3. Must have valid driver's license and reliable transportation
4. Must meet insurability requirements as per RMHC's insurance carrier

### Skills Required:

1. Ability to provide client oriented services at or above the agency's expected level of productivity
2. Ability to build and maintain working relationships with partnering agencies
3. Flexibility to meet demands in in a fluid and changing environment
4. Strong organizational, time management, and crisis management skills
5. Understanding of local and state mental health resources and systems
6. Group and individual counseling skills sufficient to provide CTSS services
7. Ability to identify, understand, and respond to needs of clients
8. Understanding and knowledge of records and billing compliance
9. Computer skills sufficient to utilize email and accurately document client services into an electronic medical record
10. Non-judgmental attitude towards others and a client centered focus
11. Ability to work independently with minimal direction and as part of a team
12. Sound knowledge of community resources
13. Ability to communicate English both verbally and in writing in a manner that is sufficiently clear as to be easily understood
14. Ability to effectively communicate with co-workers, clients and other parties

Advisory:

Individuals qualified for and employed by RMHC as a Mental Health Practitioner under this job description whom have a Bachelor's Degree in Social Work are advised to obtain and / or maintain licensure as a social worker (LSW) under the Minnesota Board of Social Work

Physical Standards:

1. Ability to lift 40 pounds
2. Ability to operate a computer keyboard
3. Ability to deal with significant daily stress
4. Ability to climb stairs and walk on uneven terrain
5. Ability to utilize physical restraint policy as needed
6. Sufficient vision to utilize a computer monitor
7. Sufficient hearing acuity to accurately record or respond to another party both in person, on the phone, and in a group setting
8. Able to articulate the English language in a manner that is sufficiently clear as to be easily understood.
9. Maintain an acceptable level of cleanliness and physical appearance

**EOE / AA**