



## Behavioral Therapist/Counselor – LISW-S or LPCC-S

### Part-Time or Contract

Beach House Inc., dba Leading Families Home is a 501(c)3 charity serving the Toledo area community for nearly 100 years. We provide resources to support homeless families as they transition to permanent housing. Our Mission is helping families transition from homelessness to permanent housing with the Vision of building a better future for our community by providing life-changing resources. Leading Families Home serves over 1,000 individuals annually, including children.

Our environment is challenging and collaborative. You will have the opportunity to work with individuals dedicated to making a positive impact in our participant's lives and our community. We are seeking a Part-Time or Contract Therapist/Counselor with LISW-S or LPCC-S licensure (required). The position is responsible for providing direct services to participants of the agency, including assessment, treatment planning, and care coordination. This individual has clinical oversight responsibility and when appropriate, direct clinical supervision of program staff, which includes licensed therapists and other assigned staff. Services may be given face to face, in the community, at the Leading Families Home Shelter(s), or in the home. The schedule and work hours are flexible. Additionally, there is the potential opportunities for growth and full-time status if desired.

**Experience:** 3-5 years. CARF accreditation experience preferred. Experience working with Medicaid/Medicare billing preferred.

**Education:** Master's LISW-S/LPCC-S required

**Duties:** up to 29 hours weekly to complete the following:

- Clinical Supervision for staff obtaining LISW/LPCC designation if necessary
- Mental Health diagnostics assessments, treatment plans, and clinical documentation as needed; clinical documentation and other clinical supervision related duties as needed to support SWT, LISW and MH staff

### Essential Responsibilities Include:

- Remain current in required licensure (LISW-S, LPCC-S) and clinical or other training as required.
- Maintain minimum productivity part-time (20 billable hours).
- In providing billable services, meets or exceeds unit/direct service expectations established by Leading Families Home
- Maintains clinical responsibility for individual, family and/or group counseling of participants.
- Completes discharge or linkage to other additional services as needed
- Conducts a thorough diagnostic assessment through the use of interviews, observation of participants, gather information from collateral sources, and testing.
- Development and implementation of individualized treatment plans. and completes necessary updates as required
- Provides intervention/treatment; conducts individual, family, and group therapeutic series with the scope of practice; provides competent series in accordance with the agency's established standards of care.
- Communicate with families, probation officers, case workers, schools, and other interested parties in order to exchange necessary information during the treatment process and documents all participant-related contact in compliance with agency standards.



- Maintains a complete and updated clinical record for each assigned participant; utilizes the agency's established standard operating procedure to comply with documentation requirements; types clinical documentation in the format appropriate and acceptable to Beach House Inc. dba Leading Families Home and submits all documentation according to Leading Families Home policy.
- Assure that the quality of clinical services provided by supervisees is maintained through individual and group supervision; documentation of supervisory contacts in compliance with agency/regulatory requirements.
- Provides crisis intervention services and is available for consultation.
- Willingness to work out of multiple offices and settings
- Facilitates referrals to appropriate internal and/or external resources where indicated
- Provides effective and efficient management of caseload and transfers/discharges of participants in a timely manner. The number of open inactive cases must not exceed 10% of the total caseload.
- May provide diagnostic and therapy services under the clinical supervision of a licensed psychologist and/or physician.
- Timely and accurate completion of Peer/Clinical Records Reviews for other staff and demonstrates satisfactory performance on Peer/Clinical Reviews.
- Participates in peer consultation, staff meetings and continuing education
- Reviews "Authorizations to Disclose/Obtain Confidential Information"
- Demonstrates satisfactory performance on identified outcome measures and participant satisfaction reports.
- Participants in program development as requested and where possible.
- Keeps current with trends and developments related to essential job competencies and demonstrates continued growth.
- Demonstrate knowledge of Leading Families Home and SUD medical records and other paperwork standards and ensures compliance with regulatory standards.
- Ensure compliance with OMHAS and CARF clinical standards.
- Demonstrates the ability to proactively plan, work, and proceed with a task with limited instruction.

#### **Additional Responsibilities**

- Willingly steps up to take on new responsibilities or to help a co-worker complete a task.
- Works collaboratively with fellow employees and other to achieve identified goals and objectives.
- Communicates effectively, both verbal and in writing. Share information and demonstrate ability to listen openly and empathetically to others
- Contributes to a positive work environment by treating others with fairness and respect.
- Support the relationship between the agency and the community by demonstrating respectful, courteous, and cooperative behavior when interacting with participants, visitors, and other employees.
- Comply with agency policies and procedures.
- Contribute to fulfilling the agency's mission, vision and core values by implementing them into daily practice.
- Knowledge of the principles of health Insurance Portability and Accountability Act of 1996 (HIPPA); Privacy and Security Rules and other Federal and State laws regarding confidentiality and storage of health information.
- Actively looking for ways to help people
- Adjusting actions in relation to other's actions.



- Effective management of one's own and other's time; assessing and prioritizing tasks and working within deadlines to complete tasks.
- Repetitive finger movements for entering data into computer

**Requirements:**

- Requires minimum of a Master's degree in Counseling, Social Work or a related Behavioral/Mental health field from an accredited college or university.
- Requires license to practice as a Social Worker/ Counselor in Ohio LISW-S or LPCC-S
- Must have good documentation, treatment and assessment skills.
- Must have valid Driver's license, acceptable driving record, and deemed insurable
- CPR/First Aid and NCI/CPI Certifications required within 90 days of employment.

**Benefits**

- Simple IRA
- IRA Matching
- Full range of benefits available with full-time status

**Schedule:**

- Typically Monday to Friday

**Company's website:**

- [Beachhousetoledo.org](http://Beachhousetoledo.org)

**Work Remotely:**

- Yes

**PHYSICAL DEMANDS**

Physical demands described are representative of those that must be routinely met by an employee to successfully perform the essential duties of this position. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential duties.

- Ability to lift up to 25 pounds.
- Ability to perform job responsibilities in facilities with multiple levels and without elevator or mechanical transportation,
- Operates a computer and keyboard/repetitive finger movement.

**WORKING CONDITIONS:**

Working conditions described are representative of those that must be met by an employee while performing the essential duties of this position. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential duties.

- Smoke-free working environment
- Drug and alcohol-free working environment
- Weapons free working environment
- Adheres to Beach House, Inc.'s policies and procedures
- Acts as a role model inside and outside of the organization
- Performs other duties deemed necessary for the benefit of Beach House, Inc.



*Beach House, Inc. dba Leading Families Home is an equal employment opportunity employer that selects the individual who is the best match for a position based on job-related qualifications, without regard to race, color, creed, sex, national origin, religion, sexual preference, age, disability, genetic information, or other protected group status.*

*This position description is not intended to be a completed list of all responsibilities, duties or a skill required for the job and is subject to review and change in accordance with the needs of Beach House, Inc. dba Leading Families Home and contractual obligations.*

*Like most American employers, LFH does not offer employees formal contracts of employment. Rather all employment is "at will," meaning that either you or the Company may end your employment at any time for any reason.*