

LIFELINKS
CRISIS CLINICIAN JOB DESCRIPTION

RBHN (Regional Behavioral Health Network) is a collaborative program between LifeLinks, Human Resource Center of Edgar/Clark Counties and Sarah Bush Lincoln Health Center but under the corporate structure and licensure of Coles County Mental Health Association, Inc. dba LifeLinks. A Crisis Clinician provides a single point of entry to triage, crisis intervention, initial assessment, care coordination, referral and linkage for all ages. Crisis services are available 24 hours/day, 7 days/week, 365 days/year and provided at both on and off site locations.

CREDENTIALS

The Crisis Clinician shall be a mental health professional (MHP), a qualified mental health professional (QMHP) or a Licensed Practitioner of the Healing Arts (LPHA) as defined by Title 59 Illinois Administrative Code Part 132 Medical Community Mental Health Services Program. Mental health professionals will provide services under the supervision of a qualified mental health professional. The Crisis Clinician who is licensed, credentialed and privileged may practice independently.

The Crisis Clinician must be 21 years of age.

The Crisis Clinician must have a valid driver's license, have access to a fully insured motor vehicle, proof of insurance and meet the driving record criteria of the Agency. Short-term exceptions to this requirement may be made in certain circumstances with the express written consent of the Executive Director. Due to the necessity of travel in the Crisis program, no exceptions to this requirement can be made on a long-term basis.

The Crisis Clinician will be supervised by the RBHN Coordinator, being a QMHP.

JOB SPECIFICATIONS

Federal Labor Standards Act Classification: Exempt (Professional Exemption)

Job Level: Clinical

ESSENTIAL FUNCTIONS

Must be able to clearly communicate information and ideas verbally so others will understand and must be able to listen and understand others.

Must be able to read and understand written information and ideas and be able to communicate information and ideas in writing so others will understand.

The use of an electronic record necessitates typing skills and basic computer knowledge.

PHYSICAL REQUIREMENTS

Minimal amounts of bending and lifting up to 10 pounds at a time may be required.

May require sitting in one place for up to two hours at a time.

Must be able to safely operate a motor vehicle.

Accommodations to meet physical requirements may be made upon request.

SPECIFIC JOB RESPONSIBILITIES

Meet or exceed quarterly program direct service expectations as entered in and calculated by the CIS system.

Provide crisis assessment, intervention and stabilization services.

Assess and complete USARF (Universal Screening Assessment and Referral Form) for all candidates for admission to a state operated facility. Facilitate admission if indicated. Provide linkage to alternate resources if admission is not indicated.

Assess and complete the PAS (Pre-Admission Screening) for all candidates for admission to a nursing facility.

Assess and complete the SASS (Screening Assessment and Support Services) screening as authorized by the CARES line. Facilitate admission if indicated. Provide linkage to alternate placements/resources if admission is not indicated.

Provide discharge follow-up appointments for those consumers discharged from an inpatient psychiatric hospitalization.

Conduct initial comprehensive mental health assessments and re-assessments.

Refer and/or link consumers with other providers and/or resources according to consumer need.

Provide brief solution focused treatment as indicated by consumer need.

Participate in program meetings and supervision as requested.

Enter all direct service activity into the CIS system on the date of service delivery.

Complete all progress notes within the same week of delivery according to rules and regulations of applicable payer sources.

Complete all clinical documentation with 90% accuracy according to agency policies and rules/ regulations of applicable payer sources.

Establish and maintain positive and professional working relationships with internal staff, external service providers and other state and county agencies.

Engage in appropriate professional development through continuing education, membership in professional organizations and licensure as eligible.

As requested participate in nonclinical activities such as committee work, quality improvement teams, performance improvement and grant initiatives.

Participate in other responsibilities as assigned.

I HAVE READ AND UNDERSTAND THE CONTENT OF THIS JOB DESCRIPTION.

Employee Signature

Date

Human Resource Coordinator

Date