

## IMPERIAL COUNTY

### **CLASS TITLE: MENTAL HEALTH REHABILITATION SPECIALIST - SHIFT LEAD**

#### **BASIC FUNCTION:**

Under the direct supervision of an assigned supervisor or manager, the Mental Health Rehabilitation Specialist – Shift Lead operates in lead capacity during the assigned shift. MHRS-Shift Lead provides interventions to clients and provides guidance and direction to staff at the Mental Health Triage Unit. As shift lead, ensures all areas of operation are in compliance with Imperial County Behavioral Health established standards of care. Duties include but are not limited to: conducting clinical assessments, providing interventions; coordinating client care, communicating and collaborating with community agencies, planning and organizing shift activities, and training staff.

#### **REPRESENTATIVE DUTIES:**

Conduct clinical interviews and initial comprehensive psychosocial assessments for client and interview client's family, and/or support persons to gather information relevant to the case; provide diagnostic evaluation using established techniques and methodologies; develops a provisional diagnosis.

Conduct periodic reassessments as indicated by department protocols and any changes in client's medical, mental and/or emotional status.

Evaluate and counsel clients in areas of community functioning including living situation, daily activities, social support systems and health status.

Coordinate mental health support services to clients, families, and support persons by linking them to other community resources to maximize client self-sufficiency and independence significant to client's continuum of care.

Formulate daily progress notes of therapy sessions; provide information regarding status and activities of clients.

Develop with the client a Client Plan that specifies the treatment and assistance needed to accomplish stated objectives.

Attend and participate in staff meetings where current cases are reviewed; review cases with social and community agencies as appropriate; provide consultation with school personnel regarding cases as requested.

Maintain and organize case documentation including logs, reports, correspondence, and agency forms. Track changes on state forms and consents.

Interface with community agencies such as Social Security, Public Health, Social Services, and justice system as needed. Serve as liaison on behalf of clients to schools, community organizations, hospitals, etc. on issues concerning client.

Plan and provide proper training for assigned personnel; assure proper understanding of services, and adherence to departmental policies and procedures, County ordinances and State and Federal laws.

Monitor reports provided by staff; consolidate and compile data for preparation of program reports for use by supervisors and other agencies.

Communicate, both orally and in written form with other staff to improve program efficiency by responding to inquiries regarding policies and procedures involved in the assigned program.

Monitor and evaluate staff performance and provide feedback to supervisors.

Handle time-sensitive calls and emails, may be required after hours.

Under supervision of a licensed clinician, evaluate clients and make arrangements for voluntary or involuntary admissions to psychiatric facilities for treatment.

Maintain cooperative professional relationships with local community agencies significant to the continuum of care for clients. Conduct outreach and community-based service provision.

Provide crisis interventions and/or other interventions within the scope of practice. Assess clients for indicators of any acute and/or ongoing psychological distress and/or substance abuse.

Demonstrate an understanding of commonly used theory-based interventions and stay abreast of new developments. Provide mental health treatment services to clients in community settings to emotionally and behaviorally disturbed clients with the goal of preventing further mental health decompensation and aiding them to achieve higher functioning in interpersonal relations and academic performance

Assume lead position in off-site programs.

Provide case management services as needed.

Meet time sensitive deadlines and maximize client related services

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Principles and practices of modern clinical psychology including individual, groups and family dynamics and therapy techniques.

Crisis intervention principles.

Strong clinical observational and assessment skills

Therapeutic group skills.

Interviewing techniques.

Oral and written communication skills; correct English usage, grammar, spelling, punctuation and vocabulary.

Interpersonal skills using tact, patience and courtesy.

Exhibit strong communication skills within a variety of settings (i.e crisis situations, relaying case information, and team interactions)

Policies and objectives of assigned program and activities.

State, federal, or local laws, rules and regulations related to assigned activities.

Record-keeping techniques.

**ABILITY TO:**

Provide individual, group and family therapy sessions.

Diagnose mentally ill patients and establish treatment plans.

Communicate effectively both orally and in writing.  
Establish and maintain cooperative and effective working relationships with others.  
Maintain current knowledge of program rules, regulations, policies and procedures.  
Analyze situations accurately and adopt an effective course of action.  
Plan and organize.

**EDUCATION AND EXPERIENCE:**

A bachelor's degree and four years of experience performing case work, therapy or supportive services in a clinical mental health setting. Up to two years of graduate professional education maybe substituted for the experience requirement on a year-for-year basis; up to two years of post-associate arts clinical experience may be substituted for the required educational experience (as defined under Title 9) in addition to the requirement of four years' experience.

**SPECIAL REQUIREMENTS:**

This position requires the assessment and monitoring of clients who may be receiving services on a voluntary or involuntary status due to being a danger to self or others or gravely disabled. Incumbents must have the ability to handle crises situations effectively and provide direction to staff working during the assigned shift to ensure the safety of clients and staff. Position requires shift work.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

**WORKING CONDITIONS:**

Physical abilities required include seeing, speaking and hearing to conduct clinical interviews and assessments; subject to shift work.

Incumbents may be exposed to abusive and potentially dangerous behavior from unstable individuals.