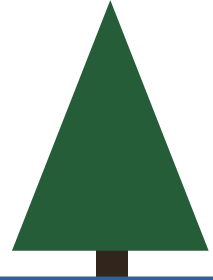




St. Croix Regional Family Health Center



Mental Health Services Expansion – Behavioral Health Integration Program

Position Title: Addictions Counselor

Description of Duties and Responsibilities: The Addictions Counselor provides substance abuse counseling services including but not limited to assessment, treatment planning, long-term counseling, psycho education, case management, advocacy, and follow-up. She/he works with children, adolescents, adults, couples, and families consulting with health center staff as appropriate in accordance with the population-based care model.

The Addictions Counselor provides skills training through psycho-education and develops specific behavioral change plans for patients as well as behavioral health protocols for target populations. Patients are assisted with behavioral health issues affecting their health status. Medical providers are enabled to focus on medical issues, to delegate behavioral health issues, and to obtain regular consultation.

Expectations:

- Uses the screening, brief intervention, and referral to treatment (SBIRT) model to coordinate and collaborate with the primary care providers and other personnel in client evaluation and treatment to further sobriety and improve health outcomes.
- Assists client and family, through individual, group, family, and/or couples' therapy.
- Provides services planned to restore client to optimum social and health adjustment.
- Performs intake, evaluation, orientation, treatment planning, counseling, electronic documentation and referral of addiction clients.
- Maintains electronic case records.
- Works with insurance companies to obtain authorizations for clients.
- Assesses all new intakes to determine presence and extent of addiction issues; completes evaluation report.
- Develops and documents individualized treatment plans that address the needs of addiction client population.
- Develops self-management plans with the patient and follows up to help them progress towards their mutually agreed-upon goals
- Facilitate referrals to other services (e.g. substance abuse treatment, specialty care and community resources) as needed.
- Work closely with SCRFHC Psychiatrist on challenging cases.
- Provide crisis intervention as needed
- Work to meet patient needs effectively and resolve individual barriers through follow-up, advocacy and collaboration with SCRFHC staff and other community service providers
- Participates in health center and program quality assurance and utilization review procedures
- Maintains accurate and timely electronic record of activities, case management notes and services provided to each client.
- Participate or facilitate team meetings, process groups and educational programs.
- Collect statistics and provide regular, written reports to the Executive Director and additional reports as assigned.

- Ensures compliance with legal issues including but not limited to client confidentiality and risk management, ensures compliance with federal, state, and local regulations.
- Exhibits a high degree of courtesy, tact, and poise when interacting with clients, families, and other personnel.
- Adjusts to fluctuating peaks in client flow, acuity, and other operational demands while maintaining quality.
- Other duties as assigned to support the mission of the organization.

Position Qualifications: License or certification to practice in Maine; minimum of two-years of experience as an Addictions Counselor.

Supervisory Relationships: The Addictions Counselor is a member of the medical provider team and works under the clinical supervision of the Medical Director with peer support from the Behavioral Health Department.

Skills, Knowledge and Experience Requirements: Familiarity with the principles of population-based care, evidence-based assessments, screening devices and self-management practices; ability to treat a varied patient population; ability to diagnose and treat various behavioral issues which accompany physical illness; high level of comfort in working with PCPs utilizing a consultative style; ability to work independently as well as in a collaborative health care environment; excellent organizational, writing, computer and interpersonal communication skills; working knowledge of psychopharmacology.

St. Croix Regional Family Health Center is an equal opportunity provider and employer.