

We are growing expanding and hiring, and offering a **sign-on bonus**.

Hope Cooperative is searching for a Lead Mental Health Clinician .

Description:

Under the direct supervision of the individual designated on the agency Organizational Chart, the Lead Mental Health Clinician ensures that all chart documentation is accurate and in compliance with Department of Behavioral Health (DBH) standards. This position also assists with ensuring the quality improvement in the clinic program by conducting chart audits and confirming that corrections are made in a timely manner. Additionally, the Lead Mental Health Clinician assists with tracking the submission of documents and gathering statistical information as needed/requested.

We are looking for dynamic, committed individuals to join our team. If you want to be part of the solution to solving homelessness in our community, we are looking for your talent and expertise as we transform and empower the lives of people with mental illness by supporting independence and preventing homelessness. We are a highly respected, award-winning provider of a full array of mental health and supportive housing services in Sacramento and Yolo Counties, and we need you to bring your compassion and support to the most vulnerable in our community.

At Hope Cooperative we're committed to the happiness and well-being of our employees, and aim to create a workplace that fosters both personal and professional growth.

This position is a full-time, non-exempt position and may require working some evening and weekend schedules.

HOPE Cooperative (aka TLCS, Inc.) offers a competitive benefit package consisting of, but not limited to, the following, and may be subject to change:

- 21 PTO days year (4 weeks/1 day)
- 26 PTO days after 5th year (5 weeks / 1 day)
- 6 days paid sick time
- 9 paid holidays
- Personal Days (Floating Holidays)
- Employer paid health insurance for employee and children
- Flexible Spending Account
- 401k match
- Employee Assistance Program
- Regular hourly wage step scale increases
- Flexible start/end times for some positions
- iPhone with unlimited data for personal/profession use and laptop for some positions
- Clinical Supervision towards licensure (for certain positions and upon approval)
- CEU days for certain positions
- Free CEU's for certain positions
- Annual BBQ and staff appreciation awards
- Annual Gift Card Program
- Referral Bonuses
- Transfer Sick Time Hours to PTO Hours

- PTO Cash Out
- Voluntary Dental, Vision, Life Insurance, Accident Insurance, Disability Insurance and more.

* All benefit offerings are subject to change and are governed by the eligibility guidelines in the Employee Handbook. This list represents a general summary of available benefits and nothing stated here should be interpreted as being included in a written offer for employment.

ESSENTIAL DUTIES and RESPONSIBILITIES: include the following. Other duties may be assigned.

- Support individuals with active listening, demonstrate empathy and carry a message of hope and recovery.
- Provide client assessments and formulate service plans regarding intensive long or short-term treatment.
- Observe, assess, intervene and refer (within one's scope of practice) in situations with clients regarding mental health symptoms, physical health symptoms and substance use issues.
- Assists clients and family/caregivers in understanding treatment and the use of therapy and medication. Deliver therapeutic services to clients and family/caregivers, including but not limited to, individual therapy, group therapy and family therapy.
- Works with a multi-disciplinary team to provide integrated psychosocial rehabilitative services and attend meetings to ensure continuity of care for clients.
- Reviews client assessments, client plans and progress notes to assist PSCs with training and accuracy to meet MediCal billing standards.
- Participates in the internal and external county utilization review process and follows-up on feedback/edits needed for client charts. Meets with team members to facilitate corrections.
- Participate in county utilization review committee meetings
- Provide training to clinicians on utilization review process
- Provide new hire and as needed training on documentation, billing codes, assessments, client plans-
- Accurately complete all necessary forms, reports and paperwork required by the program on a timely basis (e.g., progress notes, special incident reports, discharge summaries, Medi-Cal billing, Avatar forms, HMIS).
- Be an ANSA certified facilitator- administers the instructions to team members for the ANSA training, assisting team members with support and coaching to better understand and learn the ANSA training material, and reviews the ANSA assessment.
- Formulate provisional and discharge diagnoses utilizing DSM V/ICD-10 codes into Avatar.
- Review designated progress notes, assessments, client plans, and other Medi-Cal-related documentation to ensure Medi-Cal compliance.
- Communicate all necessary corrections and revisions of progress notes and other Medi-Cal-related documentation to staff.
- Ensure that all corrections and revisions are performed by staff in a timely manner.
- Participates in client consultation to support PSCs and other team members with coordination of care
- Coordinates, or assist in, special research or projects when needed or assigned, including creating, preparing and distributing special reports.
- Acts as a designated Mandated Reporter for the observed or suspected abuse and/or neglect of children, disabled individuals, dependent adults and elder/senior citizens.

Mandated Reporter also includes “Duty to Warn” which includes the responsibility to notify authorities and the intended victim(s) of physical harm.

- Ensure the protection and confidentiality of all Protected Health Information (PHI) by following all policies and procedures in the Agency HIPAA Manual.

Education and/or Experience:

- Master’s Degree in the field of psychology, counseling or social work.
- Two (2) years of professional experience in a mental health related setting providing direct services.
- Knowledge of the theories, principles and techniques of family, group and individual therapy, as well as the planning, development and implementation of comprehensive service plans.
- Knowledge of principles and techniques of diagnostic assessment and interviewing, and the social psychological and physical aspects of mental disorders.
- Experience with Medi-Cal requirements is desirable.
- Work experience with persons who have substance abuse problems, preferably individuals who are dually diagnosed (mental health & substance abuse) is highly desirable.
- Knowledge of 12-Step Programs and/or personal experience with substance abuse recovery is highly desirable.
- Demonstrated knowledge of group work principles and the ability to work effectively with groups.
- Consumer of mental health services or a family member of a mental health consumer is desirable.

Certificates, Licenses, Registrations:

- Possess a valid California Driver’s License and current vehicle insurance. Driving record must meet, and continue to meet, the underwriting standards established by the generalized driving guidelines used by our insurance broker. Must provide proof of insurance.
- Must have at least 3 or more years of driving experience.

Other Skills, Abilities, and Job Requirements:

Must meet the qualifications of a Licensed Professional of the Healing Arts (LPHA) and be licensed and in good standing with the Board of Behavioral Sciences

- a. Licensed Clinical Psychologist
 - b. Licensed Clinical Social Worker (LCSW)
 - c. Licensed Marriage and Family Therapist (LMFT),
 - d. Licensed Professional Clinical Counselor (LPCC)
1. Ability to pass clearance of the Federal Bureau of Investigation (FBI) and/or Department of Justice (DOJ) background screenings.
 2. Consumer of mental health services or a family member of a mental health consumer is desirable.

HOPE Cooperative (aka TLCS, Inc.) is an Affirmative Action/Equal Opportunity Employer, and does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, status as a veteran, and basis of disability or any other federal, state or local protected class. Our agency embraces a diverse & culturally rich workforce, and we welcome all candidates to apply.

To apply, visit our [Hope Cooperative – Online Career Center](#)

Final Filing Date: Until Filled