



**JOB DESCRIPTION:** FAMILY INTEGRATED THERAPIST (DHHS, GHHS)  
**DATE:** May 2015  
**GRADE:** 5 or 6  
**LOCATION:** Montrose and Gunnison DHHS  
**SUPERVISOR:** Director of Integrated Programs  
**EXEMPT (Y/N):** Yes

**GENERAL PURPOSE:** Responsible for working collaboratively with DHS caseworkers in providing home and community based comprehensive, flexible, and individualized services, including co-occurring, to children, adolescents, and their families.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Conducts assessments, including review of referral information, identifying and engaging key participants, identifying systemic strengths and weaknesses, and developing an analysis of the fit of problem behaviors within the entire system context
- Engages primary care giver and other key participants in active change-oriented treatment by identifying and overcoming barriers to engagement
- Implements a problem conceptualization, treatment planning, intervention implementation, outcome review, and strategy revision in collaboration with the client and caseworker
- Delivers individual, group, family, therapy, case management and case consultation services to persons designated by DHS Child Welfare staff. These services will be home-based or Center-based, depending upon the needs of the client
- Meets the Center's standard for:
  - Client Care hours
  - Missed Appointments: i.e. DNS, CBT, CBC
  - Services Plans
  - Completion of All Documentation
- Conducts mental health status examinations and diagnostic assessment to establish differential diagnosis and treatment plans
- Maintains documentation on persons seen according to the standards outlined in the record keeping procedures, administrative procedures, and quality assurance procedures of the Center
- Completes all administrative paperwork (billing and personnel/payroll) as required by the Center
- Maintains clear and concise documentation of treatment efforts that promote peer and supervisory review and feedback
- Collaborates with all relevant systems and key participants within each system to ensure consistency and understanding between all involved
- Delivers person centered, culturally sensitive evaluations, trauma informed services as defined by

position. These services may be delivered in various locations.

- Maintains professional licensure and certifications as required for the program
- Participates in training, supervision, and consultation activities

### **Center-Wide Essential Duties and Responsibilities**

- Responsible for keeping client information confidential by adhering to Colorado law and policies and procedures for the Center.
- Responsible for compliance with applicable federal, state and local laws; professional practice acts and ethical guidelines; policies and procedures of the Center; and contractual guidelines.
- Responsible for supporting the Center's Vision, Mission, Values and Beliefs by practicing and modeling a culture of wellness within a *One Team Mindset*.
- Completes all administrative paperwork and Qualifacts documentation/time sheet (billing and personnel/payroll) as requested/required
- Completes required competency training in Essential Learning and additional training as requested or selected by supervisor
- Reviews and acknowledges Center policies and procedures as requested/required

### **MISC. DUTIES AS ASSIGNED**

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

**SUPERVISORY DUTIES:** None.

**QUALIFICATION REQUIREMENTS:** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill. And/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.*

### **Education or Formal Training:**

- Masters degree in one of the recognized mental health professions required
- Colorado State Licensure or license eligible preferred
- Training conducting mental health status exams to establish differential diagnosis and treatment plans
- Clinical experience working with children, adolescents, and families

### **Knowledge, Skill and Ability: (include materials and equipment directly used)**

- Knowledge of individual therapy with children and adults using cognitive behavioral techniques preferred.
- Knowledge of marital therapy using behaviorally-based approaches
- Knowledge of behavioral therapy targeting home/school behavior and academic performance

- Ability to implement interventions within or between systems in the youth's natural ecology that affect or influence the behavior of youth (i.e., family, peer, school, and neighborhood)
- Ability to communicate and work with other service agencies in the community
- Knowledge of pragmatic family systems theory and application
- Knowledge of behavioral therapies theory and application
- Knowledge of child development research and its application in treatment
- Ability to provide social skills assessment and intervention
- Ability to produce written documentation of clinical work in a manner readily understood by other service providers
- Ability to communicate program needs and services to individuals and groups
- Basic computer knowledge and data entry skills
- Ability to enter data on the Center's computerized record keeping system
- Ability to work a non-standard schedule
- Ability to interact with people in a professional, friendly manner
- Ability to work independently as well as cooperatively and constructively as part of an interdisciplinary team
- Ability to think critically and independently
- Ability to realize and activate potential in every interaction, every day
- Ability to adapt to change in the workplace
- Ability to use change as an opportunity for innovation and creativity
- Ability to inspire and model collaborative teamwork

**WORKING ENVIRONMENT/PHYSICAL ACTIVITIES:** *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Provide services in client's home or other places in the community at the family's convenience
- Requires a flexible schedule to include evening hours
- May need to provide services in noisy and unclean locations in the community
- Must have a valid Colorado driver license
- Must have own transportation
- Must provide adequate insurance coverage on vehicle
- Works extended hours in front of a computer monitor
- Required to talk and hear
- Often requires sitting and use of hands and fingers, to handle or feel
- Occasionally required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch or crawl
- Vision abilities required by this job include close vision
- The noise level in the work environment is usually quiet to moderate

**I have read this copy of my job description, discussed it with my supervisor and understand my responsibilities.**

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**Signature**

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**Date**