

Home On The Range

Clinician

A. Job Purpose and Function

1. Manage a caseload including maintaining case records and monitoring overall progress of each resident.
2. Conduct weekly individual and group meetings. Conduct family sessions.
3. Work with referring agencies, families, and/or significant others of residents on caseload.
4. Inform referring agency/worker, family members, probation officer and/or significant others of resident's progress through verbal and written reports.
5. Arrange and plan family home visits for residents.
6. Coordinate discharge planning for residents on caseload—include aftercare specialists in all discharge planning.
7. Coordinate and write Individual Plan Of Care on each resident assigned to caseload within the first 14 days of placement.
8. Review Individual Plan Of Care on each resident on caseload at least monthly with the resident.
9. Complete discharge reports on residents on caseload prior to discharge date.
10. Interpret Home On The Range policies, rules and regulations to residents.
11. Use risking connections model with all residents. Pursue continuing training in risking connections model.
12. Serve as a liaison between Home On The Range and other community resources.
13. May serve on the admissions and/or discharge committees of Home On The Range as requested by the clinical director.
14. Coordinate and/or be involved in meetings such as discharge meetings, progress review, and family team meetings.
15. Work in conjunction with the other clinicians, residential specialists, and aftercare specialist, and personnel in ensuring residents' needs are being met and each child's Individual Plan Of Care is being followed.
16. Perform training on an individual or group basis to Home On The Range employees, families, personnel and/or others as requested by clinical director.

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17. Facilitate specialized groups for Home On The Range residents as assigned by the clinical director. Pursue continuing training in the area of the groups you facilitate.
18. Participate in weekly meetings for clinical employees including social work meeting.
19. Supervise residents assigned to clinician for group or activity.
20. Meet each week with the clinical director or Executive Director for supervision.
21. Complete timely notes on services provide and necessary documentation for billing and submit to the business office as requested.
22. May supervise personnel as assigned by the clinical director. The clinical director will determine if clinician has sufficient time to perform supervision tasks.
23. Attend activities important in the lives of the children we service (i.e. awards banquets, baptisms, etc.).
24. Participate in a rotating on-call schedule.
25. Conduct Best Notes Outcome YOQ every other week on each resident.
26. Participate in a minimum of 20 hours of continuing education or in-service training annually.
27. Enforce and comply with policies and rules in Home On The Ranges Residential Living Manual and Policies and Procedures Manual. Enforce and comply with licensing standards, accreditation standards, clients' rights, and all other safety and rules of conduct.
28. Consistently demonstrates core trauma informed principles and practices in his/her interactions with staff and residents. This includes maintaining a position of interpersonal transparency and using a RICH (respect, information, connection, hope) format to address conflicts with co-workers and the youth served at HOTR.

B. Decision Making Powers

Responsible for making decisions on a daily basis for the wellbeing of Home On The Range, its residents and employees.

Decisions regarding change in Individual Plan Of Care for a resident or discharge plans must have prior approval by the clinical director.

C. Supervision

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Supervision of residents on caseload and residents assigned to clinician for work project or activity.

Supervision of personnel as it relates to the care given to residents and following Individual Plan Of Care.

D. Work Conditions

This position entails working indoors and outdoors in a variety of settings.

Home On The Range accepts children of all races, creeds, and colors, and employs people without regard to their age, gender, national origin, color, race, creed, religion, physical or mental disability, sex, including pregnancy, marital status, status with regard to public assistance. As personnel of Home On The Range you are responsible to be sensitive to the cultural differences of the people you work with and the children and families we serve.

E. Equipment

Must be able to communicate effectively, both orally and in written form.

F. Home On The Range's Mission Statement

Under the guidance of the Catholic Church, provide a safe home for all youth who have experienced physical or emotional trauma, where every act is done with love to help them discover the dignity of the human person and learn the skills to manage life's challenges.

G. Confidentiality

There is a high level of confidential matter with this position. All information regarding residents and employees must be treated confidentially.

H. Accountability

This position is directly accountable to the Clinical Director or Executive Director of Home On The Range as assigned.

I. Requirements

1. Must have a bachelor's degree or higher in a behavioral science field from an accredited college or university and must be licensed as required by the field of practice, (LBSW, LMSW, LCSW, LCPC, LAC, LPC or equivalent).
2. Must have two years of previous paid or unpaid work experience with children or families.

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3. Must adhere to the your Board Code of Ethics. A signed copy will be kept in your personnel file.
4. Must possess a high degree of managerial and interpersonal relationship skills.
5. Must have achieved the competencies necessary to implement any item of care or service in any residents' individualized plan of care.