

**FOUR COUNTY MENTAL HEALTH CENTER, INC.  
JOB DESCRIPTION**

**EXEMPT or NON-EXEMPT**

**TITLE OF POSITION:** Community Health Center Integrated Care Therapist  
**SUPERVISOR:** Clinical Services Director/Clinical Services Coordinator  
**WORK SCHEDULE:**

**MINIMUM QUALIFICATIONS:**

- Licensed or immediately eligible for licensure as a licensed Clinical Psychotherapist (LCP), Licensed Specialist Clinical Social Worker (LSCSW), or a Licensed Clinical Marriage and Family Therapist (LCMFT), in the State of Kansas or other QMHP eligible license if agreed upon by the partnering organization.
- Dependable vehicle, valid driver's license, and compliance with agency's liability carrier's requirements may be required depending on job assignment
- Communicate positively and effectively with others
- Basic proficiency in math
- Effective utilization of basic office technology

**GENERAL RESPONSIBILITIES:**

The Community Health Center Integrated Therapist is responsible for providing mental health and/or alcohol and drug treatment services (individual, family, and group therapy) within the scope of their license; and providing consultation services to individuals and organizations in the community. The therapist/alcohol drug counselor is expected to adhere to the ethical principles and guidelines set forth by the organizations governing his/her profession and to comply with professional guidelines established by the Kansas Behavioral Sciences Regulatory Board.

**ESSENTIAL JOB FUNCTIONS:**

1. Completes admission assessments and provides treatment to patients. Provides individual, group, family therapy services, and behavioral health consultation.
2. Completes all required clinical documentation in an accurate and timely manner established by CHC. Four County documentation is due within 24 hours of the event unless otherwise specified.
3. If licensed to provide testing, administers, scores, and writes interpretive reports on psycho diagnostic tests.
4. Provides consultation to agencies, businesses, industries, and caregivers in the community.
5. Maintains effective working relationships with other agencies and referral sources.
6. Participates in administrative and interdisciplinary clinical staff meetings.
7. Exhibit and promote decisions / behavior consistent with the Center's established Vision, Mission, and Values.
8. Provides crisis services on-call backup coverage for service area covered by primary location during periods where crisis on-call positions are vacant or on extended leave (crisis on-call coverage will be reimbursed in addition to base salary or exchanged from time out of the office).

**OTHER JOB FUNCTIONS:**

1. Participates on review and other special committees as needed.
2. Any deviations to the work schedule *and all overtime* must be approved in advance if non-exempt.
3. Other duties as assigned by Supervisor.

Employee Printed Name: \_\_\_\_\_ Employee Signature: \_\_\_\_\_

Salary Range: CHC Integrated Care Therapist

Exemption status is determined by FLSA annual salary requirements.

Date: \_\_\_\_\_

Revised: 2017