

LICENSE PROFESSIONAL COUNSELOR (LPC)

Salary: Negotiable

Location: Dallas

Job Information

Negotiable

Dallas, TX

Reports To: Chief Operating Officer

Position Summary: The Licensed Mental Health Professional provides leadership for the agency

Qualifications:(as defined by the MHR rule)

A) A Licensed Mental Health Professional is a person who has a graduate degree in a mental health-related field from an accredited institution and is licensed to practice in the state of Texas by the applicable professional board of examiners. Licensed Professional Counselor

- Has a master's degree in social work from an accredited school of social work
- Is a licensed clinical social worker in the State of Texas
- Has two years post-masters experience in mental health

B) Additional required experience:

- A. At least two (2) years experience working with children with emotional/behavioral problems
- B. At least two (2) years experience working with adults with serious mental illness
- C. Current State of Texas Driver License or if you live in another state, must be currently licensed in that state.
- D. If licensed in another state, must obtain Texas Driver License within three (3) months of employment.
- E. Liability insurance required.
- F. Must be able to pass background and drug test
- G. CPR

Major Task List:

- Provides lead responsibility on MHR assessment team for each assigned consumer in which services are rendered. (Includes a minimum of one face-to-face interview with the recipient and their family/significant other, sign and date the assessment document, develop the integrated summary section and sign)
 - or completes initial assessment as independent assignment without assuming any responsibility for client after authorization has been received.
1. Administer and score CANS/ANSAS (must be an Approved Clinical Evaluator)
 2. Act as team leader of the service planning team, sign and date the ISRP and Quarterly Report
 3. Provide crisis intervention services for community support staff as needed
 4. Notify the provider's staff psychiatrist of any significant change in a recipient's physical or mental status
 5. Provides all core services except medication management, when needed to fulfill the approved service agreement
 6. Assures that all activity plans are developed and implemented
 7. Coordinates all services for the MHR recipient. This includes but is not limited to the following:
 - Assurance of active recipient involvement in all aspects of care
 - Coordination and management of all services provided through MHR agency
 - Access and coordination of services provided through non-MHR agencies
 8. Completes Initial Screening of prospective recipients
 9. Supervises all non-licensed mental health staff that serve as a member of his/her assigned recipients' team, meeting the supervision requirements of the MHR program

10. Evaluates charts of a representative sample of caseload quarterly
11. Consults with physician, nurses and other clinic personnel and community agency personnel to develop social diagnosis and plan of treatment or service and to interpret psycho-social factors related to illness, treatment and continuity of care needs.
12. Submits legible logs after seeing recipient with proper documentation and appropriate signatures
13. Returns calls promptly
14. Must be aware of all persons referred to other agencies, e.g. all discharges and clients not meeting the Medical Necessity

Criteria:

- Monitors assessment process
- Assists with other projects related to the agency operations, as requested
- Attends all scheduled staff trainings, team meetings, etc...
- Understands, acknowledges and agrees to adhere to Medicaid.
- Acknowledges responsibility to participate in agency growth.

Universal Tasks:

1. Demonstrates positive customer relations
2. Maintains confidentiality
3. Follows all agency policies and procedures
4. Demonstrates knowledge of the agency's Code of Conduct, as evidenced by annual review
5. Attends all required in-services and training requirements
6. In county travel may be required: occasionally.

7.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have read and understand the job duties as required for Licensed Professional Counselor.