



## Klamath Tribal Health & Family Services

3949 South 6<sup>th</sup> Street  
Klamath Falls, OR 97603

Phone: (541) 882-1487 or 1-800-552-6290  
HR Fax: (541) 273-4564

**Opens: 11/24/2020**  
**Closes: Until Filled**

EXEMPT   X    
NON-EXEMPT       

### POSITION DESCRIPTION

**POSITION:** MENTAL HEALTH THERAPIST

**RESPONSIBLE TO:** Clinical Supervisor

**SALARY:** GS-11 \$50,532-\$65,682 Annual/Full Benefits  
GS-12 \$ 60,560-\$78,728 Annual/Full Benefits  
GS-13 Only for Employees with 10+ years of Service  
Rendered with the Klamath Tribes.

**CLASSIFICATION:** Professional, Regular, Full-time

**LOCATION:** Klamath Tribal Health & Family Services  
Youth & Family Guidance Center  
Klamath Falls, OR

**BACKGROUND:** P.L. 101-630 Level

### POSITION OBJECTIVES

The primary purpose of the Mental Health Therapist will be to provide evaluation and therapeutic services to eligible Tribal Members. The Mental Health Therapist will make appropriate referrals and will be responsible for ensuring services are meeting the needs of clients and that services being provided are in accordance with professional practices and legal requirements. Routine duties shall include providing health care related services to individuals eligible for services provided by Klamath Tribal Health & Family Services in homes, schools, clinics, alternate job sites and other community locations within the Klamath Tribes' Service Unit.

### MAJOR DUTIES AND RESPONSIBILITIES

1. Assess, develop, implement, and evaluate an effective and efficient treatment plan that will appropriately meet the needs of individual clients, utilizing program, agency and community resources.
2. Perform comprehensive diagnostic intake interviews and brief crisis assessments.
3. Utilize evidence based, practice based, and culturally appropriate interventions in individual, group, and family therapy. Plan frequency, intensity, and duration of therapy.
4. Provide treatment in outreach locations, as needed, such as jail, home visits and schools. Provide brief solution focused treatment in primary care setting, as needed.
5. Follow clinical guidelines for best practice, including level of care decisions and appropriate referrals. Collaborate with Substance Treatment Counselors, Case Managers, and Psychiatric Med Managers to provide comprehensive care.
6. Assist clients in navigation through other community systems such as schools, courts, and primary care.
7. Advocate for client needs and assist clients with linkage to other community resources and support services.
8. Prepare clinical documentation and billing forms according to agency and departmental policies.
9. Participate in clinical staffing/triage meetings to discuss appropriate referrals and review charts for quality assurance, and grant or contract compliance.
10. Participate in group and/or individual clinical supervision in accordance with licensure and ethics requirements.
11. Network with other professionals, in various Oregon DHS programs, Tribal Administration programs, criminal justice system, schools and health care systems, as needed to implement effective treatment.
12. Provide information for the monthly department report to the Behavioral Health Director, when requested.
13. Participate in the development and implementation of new services, as needed.
14. Participate in accreditation and site reviews, as needed.
15. The incumbent will be called upon to accomplish other tasks within their scope of work.

## **SUPERVISORY CONTROLS**

The Mental Health Therapist works under the direct supervision of the Clinical Supervisor, who provides general instructions. Work is assigned in terms of functional/organizational objectives. The supervisor will provide guidance with unusual situations that do not have clear precedents. The Clinical Supervisor will monitor and review work of unlicensed Mental Health Therapists, as required when working toward independent licensure.

The employee works independently, resolves problems on the basis of past precedent; exercises judgment interpreting guidelines and applicability; and ensures deadlines are met.

The employee plans and carries out various stages of a project by selecting and using approved methods and techniques as appropriate. Assignments are reviewed for quality and compliance with established policies and procedures.

## **KNOWLEDGE, SKILLS, ABILITIES**

Knowledge of theories, principles, and practice to include various theoretical models of psychotherapy; psychological assessment and report writing; crisis intervention; and ethical issues in the practice of mental health counseling. If a Licensed Psychologist, knowledge of both cognitive and personality psychological testing and report writing.

Knowledge of psychotropic medications, treatment interventions for dual diagnosis, family systems theory, and trauma informed care models.

Knowledge of the psychological effects of illness on individuals and their families, and the role of psychological factors in the exacerbation of illness.

Skill in providing diagnostic, preventative and/or therapeutic services to clients.

Ability to meet all state licensing requirements, including obtaining clinical supervision and adequate direct client service hours in preparation for independent licensure or adequate CEUs to maintain independent licensure.

Ability to obtain and maintain necessary licensure.

Ability to communicate effectively orally and in writing.

Ability to compile information to aid clients in carrying out treatment objectives.

Ability to function positively in an environment of limited resources.

Ability to relate well with a diverse group of people, including staff and the public.

Ability to maintain strict confidentiality of medical records and adhere to the standards for health record-keeping, HIPAA and Privacy Act requirements.

### **QUALIFICATIONS, EXPERIENCE, EDUCATION**

**Minimum Qualifications:** *Failure to comply with minimum position requirements may result in termination of employment.*

- **REQUIRED** to have a Doctorate in Clinical Psychology or Counseling Psychology; **OR** a Master's Degree in Counseling, or Couples and Family Therapy, or Clinical Social Work. *(Must submit copy of degree or transcripts with application.)*
- **REQUIRED** to obtain independent Oregon licensure within two years from date of hire, if unlicensed at time of hire. Out of state licensed professionals must be able to acquire an Oregon License within six months of hire. Klamath Tribal Health will reimburse up to \$500 of the cost for testing and license. *(Must submit copy of applicable license with application, if currently licensed).*
- **REQUIRED** to have a minimum of one (1) year of clinical experience. Clinical practicum, internship, and post-graduate supervised training may count toward this requirement.
- **REQUIRED** to possess and maintain a valid Oregon Driver's License, (out of state applicants must receive ODL within 90 days of hire), have good driving record and be insurable by the Klamath Tribal Health & Family Services' vehicle insurance policy. *(Must submit copy of driver license with application.)*
- **REQUIRED** to have experience in the assessment of suicide risk, self-injurious behavior, and all high-risk behaviors; case management of high-risk clients.
- **REQUIRED** to have experience with clients who have been victims of physical and/or psychological trauma, with attention to early intervention.
- **REQUIRED** to be free from exclusion from providing Federal health care benefits including Medicare and Medicaid as per the Federal OIG and GSA exclusion lists.
- **REQUIRED** to submit to annual TB skin testing and adhere to KTHFS staff immunization policy in accordance with the Centers for Disease Control immunization recommendations for healthcare workers.
- **REQUIRED** to submit to and clear an alcohol/drug screen and random testing as per policy.

- **REQUIRED** to submit to a background and character investigation, as per Tribal policy. Following hire must immediately report to Human Resource any citation, arrest, conviction for a misdemeanor or felony crime.
- **REQUIRED** to acquire and maintain BLS certification within 180 days of hire; strongly recommend certification within 90 days of hire, probationary period will be extended for a maximum of 180 days pending certification.
- **REQUIRED** to accept the responsibility of a **mandatory reporter** of abuse and neglect of infants and children, people who are elderly or dependent, individuals with mental illness or developmental disabilities or residents of nursing homes and other health care facilities. This includes reporting any evidence of physical injury, neglect, sexual or emotional abuse or financial exploitation.

**Preferred Qualifications:**

- Independent licensure as LPC, LCSW, or Clinical Psychologist is strongly preferred.
- Experience working with a multidisciplinary team is strongly preferred.
- Experience working with Native Americans is strongly preferred.
- Experience in program development is preferred.

**Indian Preference:**

- Indian and Tribal Preference will apply, as per policy. *(Must submit tribal documentation with application to qualify for Indian Preference).*

**ACKNOWLEDGEMENT**

This position description is intended to provide an overview of the requirements of the position. It is not necessarily inclusive and the job may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this job description, or by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

**APPLICATION PROCEDURE**

Submit an ***Indian Health Services Application for Medical Staff Appointment and/or Privileges*** with all requirements and supporting documentation to:

**Klamath Tribal Health & Family Services  
ATTN: Human Resource**

**3949 South 6<sup>th</sup> Street  
Klamath Falls, OR 97603**

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

Please Note: If requirements are not met, i.e., submission of a resume in lieu of an application or not including a required certification, your application will not be reviewed and will be disqualified.

Indian Preference will apply. In accordance with Klamath Tribal policy, priority in selection will be given to qualified applicants who present proof of eligibility for “Indian Preference”.

Applications will not be returned.