



Mental Health Practitioner (ARMHS) Position Description

Job Summary

Purpose of Position: To provide rehabilitative services to adults with mental illness, in the form of instruction, support, and assistance for the purpose of promoting psychiatric stability, social competencies, personal and emotional adjustment, and independent living skills. The practitioner works directly under the ARMHS Treatment Director and ARMHS Clinical Supervisor. The Mental Health Practitioner works with adults providing Adult Rehabilitative Mental Health Services (ARMHS).

Essential Duties and Responsibilities

- Full-time practitioner bills an average of 28 hours per week. Part-time practitioner bills 20 hours or less per week.
- Provide Adult Rehabilitative Mental Health Services meeting all DHS and Medicaid requirements.
 - Teach skills to improve mental health
 - Develop a recovery goal, rehab goal, and objective with client
 - Ensure confidentiality of all records and interactions
 - Coordinate services with county case managers, family/guardian of client, work personnel, medical personnel, etc.
 - Participate in professional meetings and workshops
 - Develop therapeutic relationship with team and client
 - Provide clinical interventions under the supervision of a mental health professional.
 - Attend supervision meetings and participate in team-based decisions regarding all clients and services.
- Documentation
 - Maintain client files, update client files, update treatment plans a minimum of once every six months, and do all required documentation as specified in DHS guidelines
 - Complete accurate case notes in session for each billable unit using the Procentive Electronic Medical Records system
- Provide Community-based Services
 - Must have current driver's license in good standing
 - Have comprehensive auto insurance
 - Maintain own reliable transportation
 - Provide services in various billable locations
 - Maintain staff and professional relationships with clients
- Public Relations/Networking/Liaison
 - Responsible for the reputation and public image of the agency
 - Develop and maintain positive working relationships within the community
 - Refer clients to other professionals as needed with supervisor approval
 - Communicate with other providers involved
 - Practitioner will educate self on community resources
 - Have knowledge of all agency programs
- Responsible for updated knowledge of referral sources and agencies working with persons with cognitive disabilities and/or mental illness and for finding the most appropriate services according to individual and family needs
- Participate in other agency functions as assigned

Scope of the Position

The Mental Health Practitioner will report to a designated supervisor. The practitioner will provide services that are rehabilitative and enable the client to develop and enhance psychiatric stability, personal and emotional adjustment, social competencies, community skills, and independent living skills. The practitioner will support the client in strengthening skill areas needed according to their treatment plan. The agency provides services to clients in Hennepin County. The practitioner is responsible for a caseload of 10-12 individuals (full-time).

Qualifications

- Must meet DHS qualifications for Mental Health Practitioner in one of the following ways:
 - Has completed at least 30 semester hours or 45 quarter hours in behavioral sciences or related fields and has at least 2,000 hours of supervised experience in the delivery of services to adults or children with:
 - Mental illness, substance use disorder, or emotional disturbance, or
 - Traumatic brain injury or developmental disabilities and completes training on mental illness, recovery from mental illness, mental health de-escalation techniques, co-occurring mental illness and substance abuse, and psychotropic medications and side effects
 - Has at least 4,000 hours of supervised work experience in the delivery of services to adults or children with any of the following:
 - Mental illness, substance use disorder, or emotional disturbance, or
 - Traumatic brain injury or developmental disabilities and completes training on mental illness, recovery from mental illness, mental health de-escalation techniques, co-occurring mental illness and substance abuse, and psychotropic medications and side effects
 - Has at least 2,000 hours of supervised experience in the delivery of services to adults or children with any of the following:
 - Mental illness, substance use disorder, or emotional disturbance, or
 - Traumatic brain injury or developmental disabilities and completes training on mental illness, recovery from mental illness, mental health de-escalation techniques, co-occurring mental illness and substance abuse, and psychotropic medications and side effects; and receives clinical supervision as required at least once a week from a mental health professional until the requirement of 4,000 hours of supervised experience is met.
 - Has a graduate student internship or a bachelor's or master's degree and is a graduate student in behavioral sciences or related fields and is formally assigned by an accredited college or university to an agency or facility for clinical training
 - Has a bachelor's or master's degree with any of the following:
 - Holds a master's or other graduate degree in behavioral sciences or related fields
 - Holds a bachelor's degree in behavioral sciences or related fields and completes a practicum or internship that (1) requires direct interaction with adults or children served, and (2) is focused on behavioral sciences or related fields.
- A Mental Health Practitioner for an adult member must have training working with adults.
- Knowledge of the effects of mental illness on people with cognitive impairments.
- Knowledge of community resources.
- Must have ability to work independently, enjoy flexibility, and manage stress.
- Proficient in use of Procentive to document clinical care.

Skills & Abilities

- Be able to function independently, interact with, and relate to a variety of individuals
- Professional communication skills
- Practitioner must be able to act in a manner that encourages change and provides a positive and support atmosphere

- Practice effective decision making
- Create professional reports
- Handle crisis situations and follow through of supervisor's directives
- Identify client needs and treatment plan goals
- Work with culturally diverse populations
- Basic computer skills required
- Must be able to understand and communicate the English language
- Must be able to use and maintain a daily schedule

Additional Information

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To Apply

1. Please complete the online application on the Employment page of our website, www.reachforresources.org.
2. Send your résumé and cover letter to Jessica at jcermak@reachforresources.org.