

**COUNTY OF SOLANO**  
**MENTAL HEALTH CLINICIAN (LICENSED)**

Rev. 10/00

Under administrative direction, provides mental health treatment services for mental, emotional, behavioral, and chemically dependent disorders in in-patient or out-patient settings, including assessment, diagnosis, crisis intervention, individual and group counseling, non-medical psychotherapy, and initiation of involuntary holds; provides and oversees both treatment and continuing care; prepares reports and maintains records related to patient or client services; and performs related duties as required. Some positions in this class may provide substance abuse treatment services.

**DISTINGUISHING CHARACTERISTICS**

The Mental Health Clinician (Licensed) is the licensed professional level clinician. All work is performed within the limits of licensing and professional standards. Incumbents use established clinical methods and procedures for client assessment, planning and implementation of treatment plans, and non-medical psychotherapy. Clients served experience serious and persistent emotional, mental, behavioral, and/or chemical dependency problems. The work is performed in accordance with the licensing requirements as a licensed mental health professional with full exercise of authority to approve and make professional clinical decisions.

**EXAMPLES OF DUTIES**

1. Provides lead technical supervision of other professional and para-professional staff within an assigned area of shift, including the approval of diagnosis, assessments, treatment plans, and legally required documents.
2. Conducts clinical interviews to gather information, assess patient needs, determine level of hazard to self or others, determine need for hospitalization, and develop diagnostic information.
3. Performs triage of patients, coordinates with other treatment staff including physicians, and evaluates the need for “involuntary hold” applications.
4. Prepares assessment and diagnosis of acute and chronic mental illness, substance abuse, and other mental, emotional or behavioral disorders.
5. Provides crisis intervention and individual counseling for patients on clinical issues such as treatment and medication compliance, depression, substance abuse, etc.; leads and facilitates therapy groups with focus on clinical issues such as communication, substance abuse, social interactions, etc.
6. Provides individual and group therapy and social rehabilitation services that integrate client recovery and client/family centered services and values with clinical practice.
7. Develops and implements written treatment plans with goals and objectives; designs and implements behavioral and treatment contracts for patients with difficult clinical issues and substance abuse.
8. Provides case management services to mentally ill clients including out-of-home placements; determines suitability of treatment facilities or prospective foster parents based upon analysis of individual psycho-social needs.
9. Prepares reports and correspondence and maintains a variety of documentation, such as charting observed behaviors, treatment plan objectives, progress reports, discharge summaries, incident reports, and other data.

**EXAMPLES OF DUTIES, Continued**

10. Prepares legally required documents, temporary conservatorship applications, 72-hour involuntary detention, and fourteen-day holds.
11. Attends and participates in a variety of internal and external meetings such as treatment team, clinical meetings, interdisciplinary case conferences, inter-agency meetings, etc.
12. Coordinates with caseworkers, probation officers, community and support services, and appropriate referrals for patients upon discharge; works with other agencies to obtain information, coordinate services, determine appropriate venue for service, provide training about mental illness, and related matters.
13. Assists patients with paperwork and enrollment procedures for various treatment and social support programs.
14. Assists in physically containing violent and/or combative clients.
15. May operate vehicles to transport patients between facilities or to perform field duties of monitoring service provision, working with patients or clients at other sites, and/or to coordinate with other agencies.

**TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; sufficient manual dexterity to perform repetitive motion in various duties such as: keyboarding, writing, filing, reaching and grasping above shoulder level; normal eye-hand coordination; body strength sufficient to lift and carry case files; corrected vision to normal range to read fine print and computer screen; corrected hearing to speak and hear sufficiently to communicate clearly over the telephone and in person; ability to use office equipment including telephones, calculators, copiers, facsimile, computers, and other related peripheral equipment such as printers and scanners. Some assignments may require strength to lift and move clients with appropriate assistance and color vision to distinguish medications and laboratory results.

**TYPICAL WORKING CONDITIONS**

Work is performed in a variety of office, clinic and field environments and includes continuous contact with staff and the public; may be required to enter private homes to make family home visits for purpose of investigation or treatment; work involves stressful situations and includes dealing with erratic and sometimes threatening behavior; may travel to community areas that are potentially dangerous where there is exposure to potential bodily injury, infections which may cause chronic disease or death; offensive odors; high noise levels; insect bites; dust and pollens.

**MINIMUM QUALIFICATIONS**

**Knowledge of:**

- The principles, practices, techniques, trends and literature of clinical interviewing, casework, diagnosis, and assessment.
- Theories, principles and techniques of individual and group psychotherapy and other methodologies appropriate for treatment of targeted populations.
- Psychological, physical, and social aspects of mental disorders, chemical dependency, and recovery.
- Theories of human behavior and personality and techniques of evaluating and modifying human behavior.

**Knowledge of: (Continued)**

- Planning, development and implementation of comprehensive treatment plans.
- Federal, State and local laws, codes and regulations governing mental health and substance abuse treatment.
- Services and activities of public and private health and welfare agencies including referral sources and community resources.
- Basic techniques of supervision and training.
- Use of automated equipment and standard office support applications software related to the work.
- Impact of cultural, gender or socio-economical status on manifestations of emotional distress and mental illness.
- Community based clinical services and models including recovery and strength based approaches with clients and family members.
- Chemical dependency etiology, conditions, and accepted methods for engagement, treatment and relapse presentation.
- Laws and treatment and supervision methods for effective outpatient services to mentally ill offenders as well as familiarity of justice agencies.

**Ability to:**

- Independently conduct accurate and thorough assessments of client status, history, danger to self and others, progress, chemical dependency, and related mental health information.
- Independently prepare diagnoses and evaluations of mental and emotional disorders.
- Conduct professional clinical interviews.
- Formulate, implement and monitor treatment plans.
- Conduct group and individual psychotherapy.
- Make referrals to other providers of mental health services.
- Respond appropriately in crisis situations.
- Understand, interpret and apply complex mental health technical materials and applicable laws, codes and regulations.
- Independently prepare complex and detailed reports and records.
- Communicate and interact in situations requiring instructional, persuasive, consultative, counseling and motivational skills in both an oral and written manner
- Provide training, guidance and consultation to other staff.
- Assist in physically controlling and/or restraining violent and/or combative clients.
- Deal effectively with clients of various ages and socio-economic and cultural groups including those with physical and/or emotional problems.
- Establish and maintain professional relationships with clients, children, representatives or the community served, employees of County departments and other agencies and the public.

