



<b>Job Title:</b> Access Clinician		<b>Unit:</b> Outpatient Behavioral Health/Walton Mental Health
<b>Status:</b> Full Time		<b>Location of Position:</b> Walton County
<b>Posting Date:</b> March 12, 2019	<b>Application Deadline Date:</b> Until Filled	<b>Job Code:</b> HCP120

### Intake Clinician

**Position summary:** Clinicians most often work in mental or behavioral health counseling centers. Intake Clinicians often interview patients, give diagnostic assessments, provide brief psychotherapy interventions, and may make determinations about high risk status or hospitalization. Some clinicians collaborate with physicians and other specialists to develop treatment and interventions programs that value client input and collaboration. This position will involve working with Youth and Adult Services.

**Duties and Responsibilities:**

The Clinician will serve as the primary point of contact for the entry of new clients into outpatient services with Advantage Behavioral Health Systems by providing client intake interviews and diagnostic assessments. The Clinician will provide outpatient services including psychosocial assessments, crisis assessments, safety planning, treatment plans, and referrals for on-going services. The Clinician will also be responsible for updating psychosocial assessments and treatment plans for existing clients. Other pertinent daily or weekly duties may include:

- Utilizing the CareLogic electronic health record to complete documentation of assessments, outreach attempts, diagnoses, etc.
- Ensuring all initial and concurrent authorizations are completed by accurately filling out the required OTR and Connects forms in a timely manner
- Determining eligibility for a higher level of care (such as hospitalization)
- Determining appropriate referrals to other programs/services offered within the agency and out in the community
- Maintaining communication with client or client’s parents/guardians in order to discuss missed follow up behavioral health appointments in the clinic
- Creating, completing, and/or updating treatment plans according to significant changes in preferences, desires, goals, and abilities of the client
- Completing discharge paperwork and safety plans for clients released from behavioral health services
- Assisting clients in obtaining information about essential resources when applicable
- Attending required supervision and departmental staff meetings
- Providing on-going monitoring of clients identified as High Risk until they can be transitioned to another provider for follow up services

**Minimum Qualifications:**

Candidate must have at least a Master’s Degree from an accredited educational institution in Psychology, Social Work, or Community Counseling AND an active LPC, LCSW or Psychologist license in the state of Georgia. The candidate must also have at least 2 years of related experience and/or training in behavioral health, working with clients and families, case management, or community/in-home based services; experience with administering Individual Service Plans (ISPs)/treatment plans; and familiarity with clinical terminology.

**To APPLY**

Applications must be received by the deadline date to be considered. Apply for the available position by submitting your resume to [jcox@advantagebhs.org](mailto:jcox@advantagebhs.org). Once your resume is considered, you will be asked to complete the State Application.

State application can be found at <http://www.advantagebhs.org/employee-forms.cms>.

Advantage Behavioral Health Systems  
Human Resource Recruiter  
250 North Avenue, Athens, Georgia 30601

*Applicants are subject to criminal records, drug screening, employment, and/or background checks.*

**(Internal) This announcement is ONLY open to employees of Advantage Behavioral Health Systems**

**Advantage Behavioral Health Systems is an Equal Opportunity Employer**