

DESCRIPTION: Under administrative direction; plans, develops, implements, monitors, and evaluates Socially and Developmentally Impaired (SDI) and Mental Health Programs for persons under the care/custody of the state and/or living in state owned and operated facilities/institutions; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to the class based on the scope and level of work performed as outlined below.)

This is the 3rd level in the series of three (MHP I, II, and Supervisor). This class is distinguished from the lower levels in that persons assigned to this class are responsible for clinically and administratively supervising other licensed and provisionally licensed mental health practitioners.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Plans, organizes, coordinates, and controls the unit's operations/programs to establish operational priorities, to coordinate these operations with other functions within the agency, and to ensure program objectives and standards are established and attained and are congruent with overall goals.

Determines and requests/submits staff, material, and equipment needs for the operations/programs managed to contribute to the formulation and justification of budgetary requests for the agency as a whole.

Develops performance evaluation standards and procedures to provide information to the subordinate staff members on the expectations of individual work performance and to ensure complete and objective appraisal of a subordinate's performance.

Develops and directs the implementation of operational plans pertinent to the operations/programs managed to ensure the establishment of appropriate goals and the development of action steps to achieve those goals.

Develops and recommends new and revised statutes, administrative regulations, operational memoranda, and procedures to respond to changes in operational/program needs, objectives, and priorities; to improve the effectiveness of the operations/programs managed; to comply with accreditation standards; and to meet individual treatment needs.

Counsels and confers with subordinate staff to explain work policies, procedures, and guidelines and to formulate and identify the characteristics and impact of possible solutions to work-related problems.

Reviews and compares work performance and/or products of subordinate staff with established standards to determine employee production levels and training needs, and to determine appropriate personnel actions such as promotions, disciplinary actions, status changes, separations, and grievance dispositions, for recommendation to agency management.

Trains subordinate staff in the principles, practices, policies, and/or procedures of SDI and mental health services/therapy to maintain and/or improve the production levels of employees in accordance with established work performance standards and to meet training requirements.

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Evaluates the agency's SDI and mental health programs to correct deficiencies and to ensure proper documentation regarding individual treatment plans and agency requirements.

Explains the methods and purposes of the agency's SDI and mental health programs and solicits feedback to inform concerned parties and improve the programs.

Consults with administrative, psychiatric, unit management, custody, mental health, and other personnel to assess organic or emotional disorders, to make referrals, or to consult with the individual.

Assesses psychosocial status and needs of individuals served using information from psychological evaluations, social work assessments, individual history, and direct clinical observations to recommend treatment dispositions/plan changes or referral for major mental illness or disorder.

Counsels/provides psychotherapy to individuals in the areas of education, vocation, and/or interpersonal relationships in a social environment to understand, solve, prevent, and/or cope with problems.

Treats individuals in private/confidential or two person relationships following a theory-based approach which uses counseling techniques to deal with thoughts, feelings, and behaviors in the treatment of mental or emotional disorders and maladjustments to relieve emotional distress, attain insight into the nature of the individual's problem, and/or assist the person in decision making and acquiring new behavior.

Treats groups in private/confidential therapeutic relationships in which the interactions of two or more clients follow a theoretical pattern or modality which utilizes group dynamics to facilitate communicating about thoughts, feelings, and behaviors in order to produce changes that help individuals within the group to relieve emotional distress, attain insight into the nature of the participants' problems, and/or to improve adaptive functioning, interpersonal relationships, and social functioning.

Treats families in private/confidential therapeutic relationships involving two or more members of a nuclear or extended family and/or significant other individuals and one or more therapists following a theory-based pattern or rationale focusing on inter-familial relationships, interactions, structure, and/or mental or emotional disorder.

Compiles progress notes and documents assessments and treatment activities to comply with governing standards.

Coordinates interdisciplinary team meetings and/or serves as a member to ensure completeness of individual treatment plans or other case management functions or to update treatment plans.

Prepares for and actively participates in multi-disciplinary treatment planning, contributing suggestions for therapeutic interventions and recommendations. Is knowledgeable of effective interventions and strategies for the assigned population as well as individuals.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: professional ethics; therapeutic methods for providing crisis intervention and group and individual therapy; psychiatric medications and their side effects; interpersonal dynamics; mental and emotional disorders; social and cultural factors as related to mental health; patterns and processes of normal growth and development; adult education; sound correctional security measures; case planning and development; department and institutional rules and regulations; institutional and community based resources; program development and evaluation; personnel rules; the NAPE/AFSCME contract; continuous quality improvement.

Ability to: communicate and deal with a wide range of individuals; make sound decisions; solve problems; function effectively as a team member; develop program specific philosophies, policies, and procedures; explain the significance of behavior patterns and signs to patients and other team members; monitor patient progress and recommend new strategies; prepare written reports; document findings and treatment; manage and organize; provide supervision and leadership to staff members; facilitate conflict resolution; function effectively as a team leader; react to crisis situations; administer a budget; follow legal and ethical standards.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Master's Degree in Social Work, Counseling, Marriage and Family Therapy, Human Development, Psychology, Family Relations, Vocational Rehabilitation, Art Therapy, Divinity, Human Resources, Naturopathy, Mental Health or other field approved by the Nebraska Department of Health and Human Services in order to become a Licensed Mental Health Practitioner.

3000 hours of post-degree supervised counseling experience, and experience providing mental health services.

LEGAL REQUIREMENTS:

Licensed as a Mental Health Practitioner or possess another license that allows the incumbent to provide the above mental health services as required by NEB. REV. Statute 71-13114.

SPECIAL NOTES:

At Dept. of Correctional Services (DCS), successful applicants will undergo pre-employment medical exam, drug test, and a thorough background security check. Once employed, all incumbents must successfully complete a six-week pre-service training program and are subject to random drug testing.

State agencies are responsible to evaluate each of their positions to determine the individual overtime eligibility status using the Fair Labor Standards Act (FLSA) regulations and exemption criteria.