

DESCRIPTION: Under administrative direction, responsible for the direction, operation, and coordination of a clinical, psychiatric treatment/rehabilitation program at a Regional Center. This position provides hospital-wide leadership and directs the programming department through supervision of multi-disciplinary treatment supervisors and teams. Positions in this class operate with significant latitude and discretion and report to the Regional Center Director; performs related work as assigned.

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

Supervises clinical and administrative staff to include personnel functions such as recruitment, performance appraisal, discipline, grievances, leave and work assignments.

Aligns programming, nursing and medical staff to coordinate and deliver effective patient programming and treatment.

Plans, organizes and directs psychiatric patient programming including developing programs, policies and procedures to address patient programming needs. Directs programming activity for patients on campus, in the community and with regional behavioral health coordinators.

Evaluates how patient programming needs are assessed and met. Measures and analyzes the quality of patient care, treatment and services in relation to developed patient outcomes.

Researches, develops, implements and coordinates new clinical assessment/treatment/rehabilitation programs, protocols and procedures directed toward the patient population to restore and maintain optimal levels of physical and psychosocial function in preparation for patient discharge.

Develops program budgets, monitors and modifies approved budgets and reallocates resources to maximize program efficiency.

Develops program strategic plans, program objectives and goals, quality improvement initiatives, scope of practices and standards of care.

Evaluates and assesses service delivery efficiency and outcomes in reference to developed standards, risk management, plans and quality improvement; identifies the need for and evaluates the success of performance improvement and training programs to address corrective action.

Monitors programming functions to ensure adequate programming is in place for patients and credentialing standards are continuously met; develops and oversees audits for clinical outcomes.

Coordinates program admissions, transfers and discharges through supervised staff.

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

Knowledge of: treatment and therapy practices related to clinical psychiatric programs; the causes, nature, and treatment of mental illness; the principles of behavioral sciences related to therapeutic patient services; business and management principles including strategic planning, resource allocation, human resources, leadership and coordination of people and resources; the principles of supervision and staff development; the principles and practices of numerous professional treatment disciplines; principles of program quality improvement methods; problem solving and planning techniques; evaluation procedures.

Skill in: communicating to convey information so others will understand; treatment planning and implementation; identifying complex problems to develop and evaluate options and implement solutions; developing relationships; managing and directing programs.

Ability to: plan, direct, and coordinate an acute, comprehensive therapeutic and rehabilitative psychiatric patient treatment program; research, develop, implement and coordinate new or altered psychiatric treatment/rehabilitative programs; provide effective leadership for a multi-disciplinary treatment team; exercise judgment and discretion in applying and interpreting clinical and administrative policies and standards; collect and analyze data and outcome information in making decisions concerning client treatment; analyze and design service delivery models; identify/utilize resources; plan, assign and supervise the work of others.

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

Bachelor's Degree in behavioral science, human services or related field AND five years experience in hospital or mental health administration including supervision of professional staff.

SPECIAL NOTE:

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).