



THE COQUILLE INDIAN TRIBE

Job Title: BEHAVIORAL HEALTH SPECIALIST
Department: KO-KWEL WELLNESS CENTER (KWC)
Reports to: Assistant Health and Human Director for Clinical and Accreditation Services
FLSA Status: Exempt Full Time
Salary Grade: \$31.70-51.51
Location: Coos Bay/North Bend

This position is a covered position as defined in the Coquille Indian Tribe Chapter 185 Child Protection Ordinance. Candidate must pass a pre-employment drug screen and Criminal and Character Background Check.

SUMMARY OF MAJOR FUNCTIONS

Under the direct supervision of the Assistant Health and Human Director for Clinical and Accreditation Services, the Behavioral Health Specialist will perform all functions of their duties and responsibilities within the primary care department. They will work in support of both the patients and the primary care providers by providing brief quality clinical mental health consultation to patients and providers as requested by the providers. The Behavioral Health Specialist works as an integral part of the primary care team providing direct consultation within the patient exam rooms.

ESSENTIAL DUTIES and RESPONSIBILITIES

1. Provides quality clinical consultation to providers and staff regarding behavioral health related issues as presented by all patients.
2. Provides brief (10-20 min) behavioral interventions with active development of Behavioral Change planning for patients referred to Behavioral Health via Medical Providers.
3. Provides follow up appointments to deliver brief therapeutic care.
4. Cultivates education, administration and self-management skills for targeted populations with psychological or behavioral health issues.
5. Promotes a smooth interface between medicine and specialized behavioral health care throughout the organization.
6. Collaborates and co-manages the patient's behavioral health care with consistent, expeditious feedback to referring providers.
7. Provides on-site availability for crisis triage, intervention and referral as appropriate.
8. Documents the clinical behavioral health aspect of patient interventions and tracks the patient referrals to specialty behavioral health care.
9. Attends both medical and behavioral health department staffing.
10. Utilizes Federal, State, Local and community resources as needed by patients and shares resource information with staff.
11. Other duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by employee. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required.

PHYSICAL REQUIREMENTS

Requires the ability to communicate orally, repetitive movement of the wrists, hands and/or fingers, often requires walking, standing, sitting for extended periods of time, raising or lowering objects, stooping and occasionally requires lifting up to 25 pounds. Will often be required to travel by automobile, commercial or private carrier. Local travel is frequently required, statewide and national travel is occasionally required.

The individual must perform the essential duties and responsibilities with or without reasonable accommodation efficiently and accurately without causing a significant safety threat to self or others.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Individuals must possess the following knowledge, skills and abilities or be able to explain and demonstrate that they can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

1. Knowledge of the cultural, social and economic backgrounds of therapeutic and crisis intervention services involving social and emotional problems stemming from medical conditions or diagnosis.
2. Capable of making independent professional judgments and recommendations for medical, social and psychosocial intervention.
3. Knowledge of community structure, values, culture, and language of the population served.
4. Should be comfortable with the pace of primary care, working with an interdisciplinary team, and have strong communication skills.
5. Good knowledge of psycho-pharmacology
6. Ability to provide written or oral reports and evaluations concerning program activities, accomplishments, goals and objectives.

REQUIRED QUALIFICATIONS

- A. Master's Degree in Social Work, Psychology or Counseling, and Licensed Professional Counselor (LPC), Licensed Clinical Social Worker (LCSW), or Licensed Mental Health Counselor (LMHC) **OR** an equivalent licensure to the State of Oregon and ability to obtain Oregon licensure within 6 months of hire. Prefer health care background and experience.
- B. Ability to plan and organize work and complete accurate written reports and timely documentation of mental health assessments, treatment plans, progress notes, case management, and discharge plans in both paper form and as part of the electronic health records system accurately and on time.
- C. Ability to consult and collaborate with other Tribal health, education, juvenile, justice, and social service staff in the development and implementation of treatment activities for youth and adults.
- D. Adhere to all departmental performance standards.
- E. Basic computer word processing and communication skills
- F. Current and valid Oregon driver's license in good standing with no insurability issues as determined by the Tribe's insurance carrier is required.