

Wernle Youth & Family Treatment Center
Job Description

Job Title: Clinical Director
Company: Wernle Youth & Family Treatment Center
Department: Clinical
Reports to: CEO
Status: Full Time Exempt

Wernle Youth & Family Treatment Center is a non-profit residential treatment – behavioral health care agency committed to providing quality services to children and their families through caring programs and healing relationships, which are reflective of God’s love in Jesus Christ.

Job Summary:

Responsible for overseeing, developing, maintaining, and evaluating Clinical department programs to ensure appropriate admissions and service delivery and to meet Wernle’s goal of providing the highest quality of care to youth and families. Provides supervision and training to Therapists and Case Managers, and serves as an active participant of the agency’s leadership team. Maintains compliance with COA standards; state, federal and other applicable regulations, and Wernle Youth & Family Treatment Center policies and procedures. This position has a high level of visibility and accountability.

Essential Duties and Responsibilities:

- Reviews agency referrals for admission determinations.
- Reviews clinical policies and procedures and provides leadership in developing and/or revising and implementing policies and procedures.
- Acts as clinical liaison to Richmond Community Schools and other off-campus education providers.
- Provides clinical supervision and consultation to therapists, case managers, and pre-doctoral interns.
- Participates and provides clinical input in multidisciplinary teams.
- Provides evaluations, therapy, and crisis intervention as needed.
- Assesses training needs and assists in the development, planning and facilitation of training programs for staff development.
- Develops and maintains positive relationships with external customers, families and residents and employees.

- Assists in development, planning and facilitation of training programs for staff development, especially but not limited to policies and procedures.
- Facilitates didactic experience for clinicians, including group supervision and training opportunities within the agency and the community.
- Maintains appropriate training and certification in accordance with Wernle standards, federal, state and local statues at all times.
- Understands and communicates with other programs within the agency and works to foster a collaborative tam approach across all programs.
- Maintains professional behavior at all times.
- Communicates and interacts appropriately with others.
- Performs special duties as assigned by the CEO or assigned representative.
- Responsible for budgetary oversight, personnel policies and the overall management of the programs under clinical department supervision.
- Assesses current programs, restructures existing programs or develops new programs as necessary.
- Maintains and manages clinical and organizational records.
- Responds to crisis situations as they occur.
- Obtains thirty-two (32) hours of continuing education credits per year.
- Performs other duties as assigned.

Supervisor Responsibilities:

Clinical Director has overarching supervision responsibility for medical services, residential, outpatient and home based therapist, case managers, clinical supervisors/manager, interns, and practicum students. Position responsible for the overall direction, coordination, and evaluation of the clinical department. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Education and Experience:

Licensed Psychologist (HSPP) required; At least 3-5 years of progressively responsible non-profit program management experience. Proven experience understanding and demonstrating ability to generate revenues for clinical services. Experience in Medicaid billing preferred. Credentialed Sexually Abusive Youth Clinician (CSAYC) required. Must be experienced with child psychology and sexual offenders and have experience in performing psychological evaluations for ages 10-21 years old.

Language Skills:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills:

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit; use hands to finger, handle, or feel; reach with hands and arms; and taste or smell. The employee is occasionally required to stand; walk; climb or balance; and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to blood-borne pathogen, a constant or intermittent high noise level that could cause distraction or hearing loss,

and vibration. The employee is occasionally exposed to physical activities with the children that could result in restraining a child as well as physically removing a child to a secure setting, toxic or caustic chemicals. You may be exposed to outside weather conditions. The noise level in the work environment is usually loud.

I have read the above job description and fully understand the requirements set forth therein. I accept the position as the Clinical Director and agree to abide by the requirements set forth and will perform all duties and responsibilities to the best of my abilities.

Employee Signature

Date