

DUTY STATEMENT
DSH3002 (Rev. 01/2020)



Box reserved for Personnel Section

	RPA #	C&P Analyst Approval	Date	
Employee Name	Division Department of State Hospitals (DSH)			
Position No / Agency-Unit-Class-Serial 502-XXX-0050-XXX	Unit Patton State Hospital			
Class Title Licensed Professional Clinical Counselor (LPCC)	Location Enhancement Services			
Subject to Conflict of Interest <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CBID R19	Work Week Group: E	Pay Differential	Other

The Department of State Hospital's mission is to provide evaluation and treatment in a safe and responsible manner, and seek innovation and excellence in hospital operations, across a continuum of care and settings. You are a valued member of the Department's team. You are expected to work cooperatively with team members and others to enable the department to meet these goals and provide the highest level of service possible. Your efforts to treat others fairly with dignity and respect are important to everyone with whom you work.

MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

Under the general direction of Enhancement Services, Licensed Professional Clinical Counselor (LPCC) provides professional clinical counseling, psychotherapy, case consultation, and rehabilitation mental health services within the scope of licensure and Department of State Hospitals (DSH) policies. The LPCC utilizes evidence-based therapeutic interventions to assess, diagnose, and treat patients with mental illness, co-occurring disorders, maladaptive behaviors, anger management concerns, impulse control challenges, and other behavioral health needs. The LPCC facilitates individual and group therapeutic services designed to promote recovery, enhance coping skills, improve emotional functioning, reduce behavioral symptoms, and support successful treatment outcomes within a forensic mental health setting. Ensure public property is protected and safe. Respond to emergency situations as trained in Therapeutic Strategies and Interventions.

55%	<p>Provision of Treatment</p> <ul style="list-style-type: none"> • Facilitate individual and group therapy to support patients' treatment goals and objectives. • Provide substance recovery counseling and treatment. • Provide approximately twenty (20) hours of face-to-face treatment weekly in an assigned program(s), as determined by supervisor. • Conduct mental health screenings. • Conducts clinical assessments to establish counseling goals, treatment objectives, and intervention plans. • Utilize evidence-based therapeutic interventions such as relational therapy, psychotherapy, patient education, clinical case management and consultation. • Complete required documentation related to direct provision of care (e.g. Progress and interdisciplinary notes, etc.) • Counsel patients on concerns related to their hospitalization and treatment, including substance recovery counseling.
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	<ul style="list-style-type: none"> • Provides counseling services designed to empower individuals to effectively manage life situations, reduce stress, promote personal growth, and support positive behavioral change. • Assist individuals in developing coping strategies and decision-making skills to support well-informed, rational, and constructive outcomes. • Evaluates patient progress toward established counseling goals and modifies treatment approaches as clinically appropriate. • Maintain the security of the work area and work materials in use, to include supervising the usage of DSH therapy equipment to safeguard the patients, staff, and DSH property from potential contraband usage and damage. • Ensure safeguarding of the public by providing educational opportunities to patient’s family members to teach them about addiction or behavior disorders and help them develop strategies to support the patient’s recovery upon their release.
30%	<p>Treatment Planning and Interdisciplinary Collaboration</p> <ul style="list-style-type: none"> • Collaborate with the Treatment Team to address any treatment related concerns and provide critical observations related to patients for determination of diagnosis, treatment, the coordination of services and referrals. • Follow up on results of counseling and patients’ progress to determine effectiveness of programs. • Contributes to developing programs for mental health-oriented care, and cultural competence implications on mental health. • Consult and collaborate with other clinicians. • Implements counseling strategies within the context of a professional clinical counseling relationship to support patient treatment, recovery, and behavioral improvement. • Utilizes counseling methods and therapeutic techniques to assess and understand human behavior, emotional functioning, and psychological needs.
15%	<p>Other Duties as Assigned</p> <ul style="list-style-type: none"> • Contribute to effective teamwork with supervisors, co-workers, patients, family members, and outside agencies. • Participate in training/in-services, consultation, and other professional activities. • Applies and demonstrates knowledge of correct Therapeutic Strategies and Interventions (TSI) when participating in clinical and crisis intervention situations • Assist with onboarding and mentorship of incoming counselors • May provide clinical supervision as needed/required by the Board of Behavioral Science for unlicensed professional clinical counselors

	<ul style="list-style-type: none"> • Maintain a working knowledge of current trends and developments in mental health, wellness, and recovery. • Participate in meetings, committees, conferences. • Perform other duties as assigned. • Maintains a current license/registration. • Participate in the credentials and privileging process.
<p>Other Information</p>	<p>SUPERVISION RECEIVED The Licensed Professional Clinical Counselor receives directions from the Enhancement Services Program Director or designee. Clinical supervision will be provided by the Chief of Social Work or designee.</p> <p>SUPERVISION EXERCISED May act in the lead capacity. May provide clinical supervision to unlicensed professional clinical counselors as required by the Board of Behavioral Science.</p> <p>KNOWLEDGE AND ABILITIES:</p> <p>KNOWLEDGE OF: Principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions; human development and symptoms of mental illness that prevent successful adjustment to community living; mandated reporting requirements to welfare agencies; and current trends in mental health, substance use disorder treatment and public welfare, and Federal and State programs in these fields.</p> <p>ABILITY TO: Utilize and effectively apply the required technical knowledge; develop constructive and cooperative working relationships with others; secure accurate psychosocial data and record such data systematically; prepare clear, accurate, and concise reports; provide professional consultation and counseling to improve mental health; analyze situations accurately and take appropriate action; and communicate effectively.</p> <p>REQUIRED COMPETENCIES:</p> <p>ANNUAL HEALTH REVIEW All employees are required to have an annual health review and TB test or whatever necessary to ascertain that they are free from symptoms indicating the presence of infection and can safely perform their essential job functions.</p> <p>INFECTION CONTROL Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.</p> <p>SAFETY Actively supports a safe and hazard free workplace through practice of personal safety vigilance in the identification of safety or security hazards.</p>

CPR

Maintain current certification as indicated by local facility.

THERAPEUTIC STRATEGIES AND INTERVENTIONS

Applies and demonstrates knowledge of correct methods in the management of assaultive behavior as taught in Therapeutic Strategies and Interventions (TSI).

DIVERSITY, EQUITY, AND INCLUSION

Demonstrates awareness of cultural humility in the workplace to promote fair treatment among fellow staff and patients.

PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION

Maintain and safeguard the privacy and security of patient's protected health information (PHI) and other individually identifiable health information (IIHI) whether it is in paper, electronic, or verbal form in compliance with HIPPA and all other applicable privacy laws.

THERAPEUTIC RELATIONSHIPS / RELATIONSHIP SECURITY

Demonstrate professional interactions with patients and maintain therapeutic boundaries. Maintains relationship security in the work area; takes effective action and monitors, per policy, any suspected employee/patient boundary violations.

To ensure the hospital's policy to provide a workplace free from sexual harassment, hostility, offensive language/ behavior and intimidation. Is responsible for ensuring that hospital objectives are implemented relative to staff-patient interaction.

COMMITMENT LAWS AND PROCESSES

Demonstrate understanding of the commitment processes for patients residing on the unit(s) and for whom services are provided.

For those committed pursuant to the Offender with a Mental Health Disorder and Not Guilty by Reason of Insanity laws, understand the OMD/NGRI commitment processes and criteria; promote the benefits of the Conditional Release Program (CONREP), CONREP placement, and instruct/reinforce teachings of the law and CONREP's acceptance criteria.

Possess knowledge of the laws pertaining to mentally ill prisoners.

TECHNICAL COMPETENCIES

Demonstrate competence in assessment procedures necessary to produce reliable and valid findings. Possess basic computer skills.

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