

**JOB DESCRIPTION #18.1**

**TITLE:** Ancillary Support Professional

**FUNCTIONAL TITLE:** Clinician Behavior Specialist

**JOB CATEGORY:** Health Care Staff

**REPORTS TO:** Program Manager

**BASIC FUNCTIONS:** Provide direct support to individuals served including providing assistance in personal care activities. Perform the required training and documentation necessary for group and individual participant goal achievement particularly in the area of behavior management. Facilitate behavior plan development, implementation and staff training.

**QUALIFICATIONS:** M.A. degree in psychology or related field and working knowledge of behavioral principles, in addition to two years of clinical experience. Valid driver's license required.

**SCHEDULE:** This is a full time position with hours primarily \_\_\_\_\_ a.m. to \_\_\_\_\_ p.m.

**RESPONSIBILITIES/OBJECTIVES:**

- To facilitate clinical team participation, writing behavior plans, obtaining required approvals, training staff, compiling data, and reviewing plans for effectiveness.
- Implement behavior management interventions for individuals as warranted..
- To provide individual and/or group intervention for individuals served, as warranted and assigned.
- Participate in the supervision and performance appraisal of employees as directed.
- To assist in the screening of prospective participants as assigned.
- To assess individuals' cognitive and behavioral functioning and preparing evaluations of findings.
- To act as Case Manager, including performing case record maintenance, as assigned.
- To work directly with referring agencies, staff and individuals served in the development and follow up of Individual Support Plans, including participating in case conferences as assigned.

- To be familiar with regulations and statues governing the human rights of program participants.
- Provide assistance as needed for program participants' personal care needs including dining, toileting and transfers.
- Be familiar with, and assist in the implementation of, the Seven Hills Foundation Policies & Procedures, the site's Program Specific Policies & Procedures and the regulations governing the program.
- To transport participants as assigned.
- To act as a role model and to provide contextual training of staff in the integrated therapeutic model.
- Participate in activities as a member of the Interdisciplinary Team.
- To foster the growth of individuals by teaching and offering opportunities for choice, initiation and risk taking.
- To treat individuals with respect and dignity and in an age and culturally appropriate manner.
- To be familiar with the agency's overall operation as established by written description of service and organizational information.
- To perform additional duties as required or directed.

**EXPECTATIONS:**

- To carry out all responsibilities professionally and efficiently.
- To work in harmony and in support of the Seven Hills Foundation operating subsidiaries.

**PHYSICAL REQUIREMENTS:** Ability to assist in physical interventions and to complete a pre-employment physical.

**STATUS:** Exempt

**STATE CONTRACT CROSS REFERENCE TITLE:** Case Worker/Manager #132

I have read and understand my job description.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date