

STATE OF OHIO (DAS)
 CLASSIFICATION
 SPECIFICATION

<u>CLASSIFICATION SERIES</u> Behavioral Healthcare Provider	<u>SERIES NUMBER</u> 6583
<u>MAJOR AGENCIES</u> All Agencies	<u>EFFECTIVE</u> 12/14/2014

SERIES PURPOSE

The purpose of the Behavioral Healthcare Provider occupation is to develop, coordinate, implement and provide identified interdisciplinary services concerned with the development and integration of behavioral and biomedical science, knowledge and techniques relevant to health and illness and the application of this knowledge and these techniques to prevention, diagnosis, treatment and rehabilitation. The scope of practice of the provided services is identified by the defined population, and/ or the targeted service/intervention strategy and authorized based on the scope of practice of the licensure held in the state of Ohio.

At the lower levels, incumbents provide basic behavioral healthcare provider services under clinical supervision, within their own and their supervisors scope of practice. At the higher levels, incumbents independently provide behavioral healthcare provider services within their credentialed scope of practice & serve as lead workers, supervisors &/or liaisons to other support agencies (public or private).

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>PAY GRADE</u>	<u>EFFECTIVE</u>
Behavioral Healthcare Provider 1	65831	10	12/14/2014

CLASS CONCEPT

The full performance level class works under clinical supervision & requires considerable knowledge of behavioral healthcare programs & program techniques in order to develop & coordinate behavioral healthcare programs (e.g., mental health, developmental disabilities, substance abuse, sex offenders, behavioral health care services for a designated population).

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>PAY GRADE</u>	<u>EFFECTIVE</u>
Behavioral Healthcare Provider 2	65832	11	12/14/2014

CLASS CONCEPT

The full performance level class works under direction & requires considerable knowledge of behavioral healthcare theories, interventions & evaluation techniques in order to independently provide behavioral healthcare assessments, treatments & services to patients or clients &/or act as lead worker over lower-level behavioral healthcare providers.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>PAY GRADE</u>	<u>EFFECTIVE</u>
Behavioral Healthcare Provider Supervisor 1	65835	13	06/29/2014

CLASS CONCEPT

The first supervisory level class works under general direction & requires thorough knowledge of behavioral healthcare theories, interventions, evaluation techniques & treatment systems in order to supervise behavioral healthcare providers, correction specialists, &/or correctional program coordinators assigned to one or two programmatic units in institution &/or in community (e.g., geriatrics, extended care, admissions) & to provide assessment, treatment & counseling for acute or complex cases.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>PAY GRADE</u>	<u>EFFECTIVE</u>
Behavioral Healthcare Provider Supervisor 2	65836	14	06/29/2014

CLASS CONCEPT

The second supervisory level class works under administrative direction & requires thorough knowledge of behavioral health care theories, interventions, evaluation techniques & treatment systems in order to direct, develop & implement behavioral healthcare services programs & policies & to supervise lower-level supervisors classified as Behavioral Healthcare Supervisor 1, 69315, & in some cases also supervise/lead non-supervisory behavioral healthcare personnel if assigned, in institution &/or in community.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY GRADE</u>
Behavioral Healthcare Provider 1	65831	12	12/14/2014	10

JOB DUTIES IN ORDER OF IMPORTANCE (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Within scope of practice, performs psychosocial interventions with clients, performs individual, family or group intervention (e.g., counseling, testing & education of the client), develops intervention goals & objectives designed to give education & resolve client's problems in functioning, participates in process of establishing, implementing & evaluating treatment system's goals & objectives, interviews clients & client's family to establish case goals & objectives, assesses clients & determines specific intervention techniques for clients & monitors client's responses to treatment systems & provides feedback on effectiveness of prescribed treatment, evaluates lower-level behavioral healthcare provider cases & client's progress resulting from prescribed treatment plans.

Maintains necessary data documents to satisfy requirements of federal, state & local agencies, prepares data requiring social histories, admission/ aftercare summaries, court documents & completes forms required by law &/or department policy.

Serves on treatment teams & program development teams, attends training meetings, intradepartmental meetings & court hearings & establishes & maintains working relationship with other facilities, agencies & support services in order to coordinate referrals & conduct follow-up services.

MAJOR WORKER CHARACTERISTICS

Knowledge of departmental regulations, policy & procedures*; governmental rules & regulations; counseling (group & individual); client/patient care; crisis intervention; employee instruction. Ability to counsel on sensitive matters; proofread technical materials, recognize errors & make corrections; recognize unusual or threatening conditions & take appropriate actions; understand an abstract field of study; problem solve in situations with many variables; apply social work theories, principles & techniques.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT

Licensed Chemical Dependency Counselor II (LCDC II) by Ohio Chemical Dependency Professionals Board.

- Or Licensed Professional Counselor (LPC) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Social Worker (LSW) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Marriage & Family Therapist (MFT) by the State of Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Registered Nurse by Ohio Board of Nursing plus completion of Masters degree in Psychology or other mental health related field.

- Or Licensed Registered Nurse by Ohio Board of Nursing plus completion of Masters degree in Nursing with a Mental Health of Psychiatric Nursing concentrate.

- Or Licensed Registered Nurse with practice specialty certificate in Mental Health or Psychiatric Nursing as issued by Ohio Board of Nursing.

Note: the official position description on file with the designated agency is to reflect, in the minimum acceptable characteristics, the required license(s) related to the scope of practice & services provided as described in the job duties. Only those applicants possessing the required license(s) documented in the position description are to be considered for any vacancies posted or in case of displacement due to a layoff.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT

Completion of continuing professional education for license renewal pursuant to relevant sections of Ohio Revised Code.

UNUSUAL WORKING CONDITIONS

May require unusual work schedules or arrangements; may be exposed to clients who may be potentially violent; may be exposed to unusual noise, odors or contagious diseases; may require travel to community site under contract with Department of Mental Health.

JOB TITLE	JOB CODE	B. U.	EFFECTIVE	PAY GRADE
Behavioral Healthcare Provider 2	65832	12	12/14/2014	11

JOB DUTIES IN ORDER OF IMPORTANCE (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Acts as lead worker over lower level behavioral healthcare providers or independently develops & implements treatment plans for clients, coordinates admission, assessment, evaluation & treatment plans of client's care cycle, provides interventions with acute, more complex clients, handles cases containing numerous factors & problems & provides crisis intervention.

Participates in process of establishing, implementing & directing behavioral healthcare programs & treatment system objectives, develops & designs treatment intervention techniques & procedures, evaluates & modifies treatment systems to be responsive to client's progress & ability to change behavior, evaluates performance of lower-level behavioral healthcare providers in administration of prescribed treatment plans & maintains necessary data documents to satisfy requirements of federal, state & local agencies.

Serves as active member of treatment teams, training sessions, department procedure meetings, policy review meetings & establishes & maintains working relationship with other facilities, agencies & support services in order to coordinate referrals & conduct follow-up services.

MAJOR WORKER CHARACTERISTICS

Knowledge of departmental regulations*; governmental regulations, policies, procedures; counseling (group & individual); psychology; crisis intervention; interviewing, statistics, sociology; types & effects of psychotropic medications; employee training & development*. Ability to gather, collate & classify information about data, people or things; interpret variety of instructions in written or oral format; deal with problems involving several variables within unfamiliar context; write meaningful, concise & accurate reports; recognize unusual or threatening conditions & take appropriate action; understand somewhat abstract fields of study; define problems, collect data, establish facts & draw valid conclusions; counsel on sensitive matters.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT

Licensed Independent Chemical Dependency Counselor (LICDC) by Ohio Chemical Dependency Counselor's Credentialing Board.

- Or Licensed Independent Social Worker (LISW) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Professional Clinical Counselor (LPCC) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

-or Licensed Independent Marriage and Family Therapist (IMFT) by the Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Registered Nurse with certificate of authority as a Clinical Nurse Specialist or Certified Nurse Practitioner with specialty certification in Mental Health or Psychiatry as issued by Ohio Board of Nursing .

Note: the official position description on file with the designated agency is to reflect, in the minimum acceptable characteristics, the required license(s) related to the scope of practice & services provided as described in the job duties. Only those applicants possessing the required license(s) documented in the position description are to be considered for any vacancies posted or in case of displacement due to a layoff.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT

Completion of continuing professional education for license renewal pursuant to relevant sections of Ohio Revised Code.

UNUSUAL WORKING CONDITIONS

May require unusual work schedules or arrangements; may be exposed to clients who may be potentially violent; may be exposed to unusual noise, odors or contagious diseases; may require travel to community site under contract with Department of Mental Health.

JOB TITLE	JOB CODE	B. U.	EFFECTIVE	PAY GRADE
Behavioral Healthcare Provider Supervisor 1	65835	EX	06/29/2014	13

JOB DUTIES IN ORDER OF IMPORTANCE (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Supervises behavioral healthcare providers, correction specialists or correctional program specialists &/or correctional program coordinators assigned to one or two program units &/or in community (e.g., intensive treatment, geriatrics), oversees treatment activities of staff, coordinates activities of other behavioral healthcare services personnel, provides training, supervision, evaluation, counseling & case management & performs personnel management tasks including recruitment, interviewing, training & recommendations for hire.

Develops specialized treatment plans & intervention methods used by treatment teams to treat clients, serves as consultant & advisor to other behavioral healthcare services personnel & their particular efforts to treat clients & assists lower-level behavioral healthcare providers, social workers or correctional program specialists &/or correctional program coordinators with & intervenes in complex acute cases.

Serves on committees (e.g., program development, policy formulation, legal procedures) & maintains & develops network of programs of other facilities, agencies & support services in order to coordinate referrals & conduct follow-up services.

MAJOR WORKER CHARACTERISTICS

Knowledge of departmental regulations*; governmental regulations, policies & procedures; supervisory principles/ techniques*; public administration*; management; safety practices; crisis interventions; budgeting*; employee training & development; types & effects of psychotropic medications; interviewing. Ability to interpret variety of instructions in written or oral form; define problems, collect data, establish facts & draw conclusions; deal with many variables & determine specific action; understand practical field of social work; interpret extensive variety of technical material in books, journals & manuals; write meaningful, concise & accurate reports; interpret threatening situations.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT

Licensed Independent Chemical Dependency Counselor (LICDC) by Ohio Chemical Dependency Professionals Board.

- Or Licensed Independent Social Worker (LISW) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Professional Clinical Counselor (LPCC) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

-or Licensed Independent Marriage and Family Therapist (IMFT) by the Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Registered Nurse with certificate of authority as a Clinical Nurse Specialist or Certified Nurse Practitioner with specialty certification in Mental Health or Psychiatry as issued by Ohio Board of Nursing .

- And in addition to licensure must have 12 mos. exp. providing clinical supervision in behavioral healthcare services (e.g., counseling, group services, crisis intervention).

- Or 12 mos. exp. as Behavioral Healthcare Provider 2, 65832.

- Or 12 mos. exp. as Correctional Program Coordinator, 69323.

Note: the official position description on file with the designated agency is to reflect, in the minimum acceptable characteristics, the required license(s) related to the scope of practice & services provided as described in the job duties. Only those applicants possessing the required license(s) documented in the position description are to be considered for any vacancies posted or in case of displacement due to a layoff.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT

Completion of continuing professional education for license renewal pursuant to relevant section of Ohio Revised Code.

UNUSUAL WORKING CONDITIONS

May require unusual work schedules or arrangements; may be exposed to potentially violent patients; may be exposed to unusual odors, noises or contagious diseases.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY GRADE</u>
Behavioral Healthcare Provider Supervisor 2	65836	EX	06/29/2014	14

JOB DUTIES IN ORDER OF IMPORTANCE (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Provides administrative supervision to lower-level supervisors classified as Behavioral Healthcare Supervisor 1, & in some cases also supervises/leads non-supervisory behavioral healthcare services personnel if assigned, administers, directs & coordinates social service programs through lower-level supervisors & performs personnel management tasks including recruiting, hiring, interviewing & training in institution &/or in community.

Formulates, develops & implements policy regarding intervention programs & develops specialized programs used by treatment teams & individual behavioral healthcare providers or correctional program specialists &/or correctional program coordinators.

Evaluates ability of behavioral healthcare supervisors & non-supervisory behavioral healthcare services personnel to apply their experience/knowledge to treat & direct others' efforts to treat clients effectively, evaluates behavioral healthcare services programs & their implementation, monitors department conduct in accordance with rules, regulations & guidelines & provides clinical consultation & problem solving to other supervisors, staff behavioral healthcare services personnel, administration, community agency staff, patients & families of patients.

Serves on & chairs committees that regulate policy formulation, program development, budgeting, employment, intervention procedures & serves as a monitor of programs adherence to all federal & state regulations & maintains & develops network of programs of other facilities, agencies & support services in order to coordinate referrals & conduct follow-up services.

MAJOR WORKER CHARACTERISTICS

Knowledge of project/program management; supervisory principles & techniques; public administration; departmental regulations*; governmental regulations, policies & procedures; psychology; counseling; crisis intervention; civil investigation; public relations; algebra; budgeting; types & effects of psychotropic medications; interviewing. Ability to deal with many variables & determine action; define problems, collect data, establish facts & draw valid conclusions; interpret extensive variety of technical material; understand most difficult classes of concepts (problem solve); recognize unusual or threatening conditions & take appropriate action; write meaningful, concise & accurate reports; write & deliver speeches.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT

Licensed Independent Chemical Dependency Counselor (LICDC) by Ohio Chemical Dependency Professionals Board.

- Or Licensed Independent Social Worker (LISW) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Professional Clinical Counselor (LPCC) by Ohio Counselor, Social Work, Marriage & Family Therapy Board.

-or Licensed Independent Marriage and Family Therapist (IMFT) by the Ohio Counselor, Social Work, Marriage & Family Therapy Board.

- Or Licensed Registered Nurse with certificate of authority as a Clinical Nurse Specialist or Certified Nurse Practitioner with specialty certification in Mental Health or Psychiatry as issued by Ohio Board of Nursing .

- And in addition to licensure must have 12 mos. exp. providing clinical supervision in behavioral healthcare services (e.g., counseling, group services, crisis intervention) & 12 mos. exp. in supervisory principles/techniques.

- Or 12 mos. exp. as Behavioral Healthcare Provider Supervisor 1, 65835.

Note: the official position description on file with the designated agency is to reflect, in the minimum acceptable characteristics, the required license(s) related to the scope of practice & services provided as described in the job duties. Only those applicants possessing the required license(s) documented in the position description are to be considered for any vacancies posted or in case of displacement due to a layoff.

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Completion of continuing professional education for license renewal pursuant to relevant section of Ohio Revised Code.

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