



JOB ANNOUNCEMENT

Hamilton-Madison House is seeking a Behavioral Health Clinician, who will be responsible for providing counseling and social services to individuals and groups affected by alcoholism, substance abuse with co-occurring mental health problems. Other responsibilities will include keeping clinical and service records as required by the program and in compliance with New York City Department of Health and Mental Hygiene, New York State Office of Alcoholism and Substance Abuse Services (OASAS) and other funding sources. The counselor will also familiarize with other services and resources in the community and work closely to provide information and support when required.

Minimum Qualifications:

- Master Degree with LMHC or LMHC Limited Permit, LMSW and/or a CASAC or CASAC-T preferred
- Minimum of 1 year job-related experience
- Experience in substance abuse and mental health treatment services preferred
- Bilingual in English/Chinese (Mandarin and/or Cantonese)
- Good oral and written communication skills

Essential Functions:

- Provide assessment and treatment services, which include individual, family and group counseling on a minimum average of five clinical visits per working day, and other support services to patients with substance abuse and mental health issue
- Perform assessment for substance use disorder, mental health illness and impaired driving disorder, history of hospitalization, medication, trauma or domestic violence abuse
- Administration assessment tool including Mini-Mental State Exam (MMSE), CAGE, RIASI, PHQ9, CAD-7 and Suicide Risk Assessment Form
- Perform comprehensive psychosocial assessment for patient
- Apply various counseling therapy approach such as MI and CBT to help patient recover from the disorders
- Complete and keep up-to-date accurate clinical records such as comprehensive evaluation, treatment plan, progress notes and reports regarding the patients' histories and progress, services provided, and other required information
- Provide patients or family members with information about addiction with mental health issues and about available services and programs, making appropriate referrals when necessary
- Coordinate counseling efforts with mental health professionals, other health professionals and justice criminal system entity such as psychiatrist, medical doctors, nurses, judge, probation , parole officer, attorney and social workers
- Maintain medical records documentation according to HMM and OASAS policies and procedures
- Meet productivity and quality assurance goals as set forth by agency

- Other related duties s may be required to support clinic operation

Compensation: Commensurate with qualifications and experience

Hours: 37.5 hours per week, Monday to Friday

To Apply: Submit your cover letter and resume to:

Human Resources

Fax: 212-349-2793

Email: hrdept@hmhonline.org

Posting Date: February 8, 2019

Application Deadline: Until filled

Hamilton-Madison House is an Equal Opportunity Employer