



JOB ANNOUNCEMENT

Hamilton-Madison House seeks a part time Fee-for-Service Behavioral Health Clinician who will be responsible for providing counseling and social services to individuals and groups affected by mental health or co-occurring problems. Other responsibilities will include keeping clinical and service records as required by the program and in compliance with the New York State Office of Mental Health, New York City Department of Health and Mental Hygiene, New York State Office of Addiction and Support Service (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 and Skills:

- Master Degree with LMHC/MHC Limited Permit/LMSW/LCSW
- One year of job-related experience
- Experience in substance abuse and mental health treatment services preferred
- Bilingual in English/Mandarin/Cantonese preferred
- Good oral and written communication skills

Responsibilities:

- 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
- Perform comprehensive psychosocial assessment for patient
- 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, judges, probation, parole officers, attorneys and social workers
- Conduct in-reach and offsite treatment services as needed
- Participate in outreach activities as directed by Program Director or AED of Behavioral health
- Maintain medical records documentation according to HMH, OMH, and OASAS policies and procedures
- Meet productivity and quality assurance goals as set forth by agency

Fee for service staff must be willing to work a minimum of eight 45 to 60 minute sessions with a maximum of 20 sessions weekly.

To Apply: Submit your cover letter and resume to:
Human Resources



Fax: 212-349-2793

Email: hrdept@hmhonline.org

Posting Date:

November 27, 2019

Application Deadline: Until filled

Hamilton-Madison House is an Equal Opportunity Employer