



JOB ANNOUNCEMENT

Hamilton-Madison House is seeking 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 and/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 Services (OASAS) and other funding sources. The Clinician 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 and minimum of one year of job-related experience with a LMHC/MHC Limited Permit, LMSW/LCSW
- Experience in mental health and substance abuse 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 and other support services to patients' mental health issue
- Perform assessment for mental health illness, history of hospitalization, medication, trauma or domestic 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 and/or 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 community providers such as psychiatrist, medical doctors, nurses and social workers
- 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.

Compensation: Commensurate with qualifications and experience

Hours: Monday to Friday, 9am – 5pm, Flexible hours

To Apply: Submit your cover letter and resume to:

Human Resources

Fax: 212-349-2793

Email: hrdept@hmhonline.org

Posting Date: May 13, 2021

Application Deadline: Until filled

Hamilton-Madison House is an Equal Opportunity Employer