

# ROGUE VALLEY COUNCIL OF GOVERNMENTS

## Job Description



Job Title:	<b>PEARLS Behavioral Health Specialist</b>		
Department:	<b>Senior &amp; Disability Services (SDS)</b>		
Location:	<b>Central Point, OR</b>		
Reports to:	<b>SDS Direct Services Supervisor</b>	Travel Required:	<b>Local</b>
Last updated:	<b>1/16/2018</b>	Classification:	<b>13</b>
Direct Reports:	Type of position:	Hours: <b>Typically less than 6 hours / week</b>	
<b>None</b>	Full-time      Part-time	Exempt	
	<b>On-Call</b> Limited Duration	<b>Non-exempt</b>	
	Intern		

### GENERAL DESCRIPTION

Performs depression assessments for people who are aging, living with disabilities, and/or have epilepsy. Provides behavioral health treatment through a series of evidence-based PEARLS in-home counseling sessions to reduce or eliminate depression for eligible consumers. Participates in clinical consultations with licensed professionals, and provides care coordination and other direct services.

### ESSENTIAL JOB FUNCTIONS

1. Performs intake assessments and evaluations using evidence-based screening tools (PHQ9, CAGE, GAD-7) to differentiate types of depression symptoms and potential co-occurring mental health or physical conditions. Utilizes clinical judgment to evaluate whether the PEARLS behavioral health treatment program is indicated and, if not, what other types of treatment options might be more appropriate. Assesses need for diagnostic consultation or further evaluation.
2. If assessment shows risk of suicide or suicidal ideation, responds using Senior and Disability Services and PEARLS safety protocol, refers to emergency or crisis services, and provides interventions including temporary no-harm agreements and safety plans.
3. Designs and implements behavioral health treatment plans for consumers who are eligible for PEARLS services through a series of evidenced-based modalities focused on increasing problem solving skills and reactivating behavior around physical, social and enjoyable activities to people who are aging, have disabilities, or have epilepsy and who have depression. Prepares client diagnostic evaluation and case presentation for consultation with licensed professionals. Coordinates communication between psychiatric consult and participant's primary care provider concerning medication recommendations.
4. Coordinates care between participant, participant's case manager (or social worker, nurse, primary care provider, etc.) and community services, including mental health programs and Aging and People with Disabilities services.
5. For PEARLS participants, gathers baseline demographic and health information, and collects and analyzes pre-, current, and post-outcome data to measure effectiveness of program for participant and program reporting.
6. If individual assessment criteria suggest that PEARLS participation would not be recommended, assesses and collaborates with referred client regarding other mental health and community resources that would be effective and supportive, often coordinating with referred client's case manager. Advocates and coordinates accessing these services for referred client when appropriate.
7. Develops and implements marketing plan to promote PEARLS program in Jackson and Josephine counties.
8. Develops, creates, and maintains data and outcomes reports. Maintains data and records and submits required reports.
9. Analyses data for promotional and program evaluation purposes.
10. Participates in a bi-monthly supervision group and consultation with a geriatric health care provider.

## AUXILIARY JOB FUNCTIONS

1. ADRC Information & Assistance/Information & Referral; and
2. Other related duties as assigned.

## SUPERVISION RECEIVED

Received supervision from the Evidence-Based Programs Coordinator.

## SUPERVISORY RESPONSIBILITIES

NONE

## RELATIONSHIP TO OTHERS

Maintains close and collaborative relationship with RVCOG staff, other social service staff, health care providers, PEARLS partner agencies, clients, community resources, other agencies, and the general public.

## MINIMUM QUALIFICATIONS

### EDUCATION, TRAINING, AND EXPERIENCE

1. Education: Bachelor's degree with major course work in social services, psychology, sociology, or a closely allied field; course work in geriatrics or gerontology preferred.
3. Experience: A minimum 3 years of social services experience required; experience with older adults and/or people with disabilities highly desired.
4. Substitution: Any satisfactory equivalent combination of education, training and experience which demonstrates the knowledge, skills, and abilities required to perform the duties of the job.

### SPECIAL REQUIREMENTS

1. License: Possession of, or the ability to obtain and retain an Oregon driver license by the time of appointment, or otherwise have immediate point to point transportation available.
2. Vehicle: Possession of, or permanent access to, a personal vehicle.
3. Other: Pass Criminal History Background Check; demonstrate knowledge and proficiency in the use of computer software; and, requires satisfactory completion of a local in-person training taking place in mid-March.

### KNOWLEDGE, SKILLS AND ABILITIES

#### Knowledge of:

1. The theory and practice of social services delivery;
2. The elderly and familiarity with the problems and issues confronting the elderly in the local community;
3. Confidentiality rules regarding client and provider records and investigation, and ability to adhere to these rules; and
4. Community resources available to benefit this population.

#### Related skills:

1. Exceptional listening and interpersonal relations skills;
2. Effective grant writing skills;
3. Performance of psycho/social assessments; and,
4. Excellent interpersonal skills with a commitment to delivering high quality customer service in a professional manner.

#### Ability to:

1. Establish and maintain effective working relationships with employees, other agencies and general public;
2. Work independently within assigned area of responsibility and make competent decisions; Operate a personal computer and perform accurate and timely data entry;
3. Operate a personal computer and perform accurate and timely data entry;
4. Use complicated databases to track a variety of programs;

5. Communicate effectively both orally and in writing;
6. Work effectively with clients and to use good judgment in handling individual case problems;
7. Perform multiple tasks simultaneously;
8. Make effective presentations to small and large groups; and
9. Work as an effective team member and establish and maintain harmonious and cooperative working relationships with staff and a wide variety of people.

**PHYSICAL DEMANDS**

(1) Mobility: frequent sitting for long periods of time; occasional bending or squatting. (2) Lifting: occasionally up to 30 pounds. (3) Vision: constant use of overall vision; frequent reading, close-up work, and exposure to computer screens; occasional color and depth vision. (4) Dexterity: frequent use of keyboard and repetitive motion. (5) Hearing/Talking: frequent hearing and talking, in person, in public, and on the phone. (6) Emotional/Psychological: constant coworker and/or public contact.

**WORK ENVIRONMENT**

Work is performed in an office environment; however, travel to consumers' homes, senior and health care facilities, and partner agencies is required. Travel in the Jackson County area is required, travel to other parts of the state and other states may occasionally be required, and attendance at evening and weekend meetings or events may also be necessary.

**ADDITIONAL INFORMATION**

The above statements are intended to summarize the nature and level of work and typical responsibilities and duties being performed by the employee in this job. They are not intended to be an exhaustive list of all responsibilities, duties, knowledge skills, or abilities required of the position. The various responsibilities and/or assignments of this position may be unevenly balanced and change from time to time based upon matters such as, but not limited to, variations in the shift, work demands, service levels and management's decision on how to best allocate department resources. Any shift variations, emphasis or rebalancing of duties, responsibilities and/or assignments does not constitute a change in the job classification.

APPROVED BY:	<b>Lauren Champagne</b>	Date: 1/16/2018	<b>SDS Direct Services Supervisor</b>
REVIEWED BY:	<b>Ann Marie Alfrey</b>	Date: 1/16/2018	<b>HR Manager/Assistant to Executive Director</b>
Address:	<b>Administration Department/Human Resources 155 N. 1<sup>st</sup> Street PO Box 3275 Central Point, OR 97502</b>	Telephone:	<b>541-664-6674</b>
		Fax:	<b>541-664-7927</b>