

Steppingstone Inc. is Hiring for Several Clinical Positions

Steppingstone Inc. is hiring for the following positions:

- Fee for Service Clinician (Part Time)
- Clinician (Full Time)
- Clinician Bi-Lingual Spanish Speaking (Full Time)
- Clinical Supervisor (Full Time)
- Clinical Director of Outpatient Services (Full Time)

To schedule an appoint to apply for any of the jobs listed
click here:

<https://doodle.com/mm/savannahrekowski/schedule-a-time>

Clinician

ESSENTIAL FUNCTIONS:

Position Specific Duties:

- Conduct screening and intake interviews to determine consumer eligibility for services.
- Perform consumer orientation on program services and requirements.
- Conduct confidential, quality assessments that are gender and culturally responsive and trauma informed.
- Develop, implement, and monitor an individualized treatment/service plan with each assigned consumer using collaborative information from all sources to develop short

and long term goals.

- Possess knowledge of effective treatment practices such as cognitive therapy, motivational interviewing and trauma-informed techniques and Integrated Treatment in individual, group and family sessions.
- Meet, collaborate and coordinate services with probation/parole, employment and educational agencies, Department of Children and Families (DCF), human services providers, medical and primary care, clinical mental/behavioral health, and family/social support.
- Provide consumer education in finances, housing stability, behavioral and primary health, life skills and all aspects of addiction and related life domains.
- Provide crisis intervention by assessing severity of the episode, de-escalating the consumer, referring to emergency response team as needed, and developing a safety plan to assist in resolving the crisis.
- Develop and coordinate discharge planning with consumer, family, housing, and other community providers.
- Maintain an ongoing awareness of consumer's mental status, adding additional services to maintain a therapeutic level of care as needs change.
- Ability to climb three flights of stairs to deal with emergencies.
- Ability to respond to emergency situations by placing calls to Fire, Rescue, Police, and Medical, etc.

Clinical Supervisor

ESSENTIAL FUNCTIONS:

Position Specific Duties:

- Conduct regularly scheduled staff meetings, in-service training and supervision with assigned personnel.
 - Attends relevant professional development conferences and make presentations to staff.
 - Responsible for the fiscal budget, invoicing services, and electronic health record data oversight.
 - Perform direct counseling services when necessary.
 - Conduct confidential, quality assessments that are gender and culturally responsive and trauma informed.
 - Oversee clinical reviews to monitor consumer progress.
 - Provide individual, family and group therapy when need arises.
 - Ensure compliance, accuracy and quality of clinical documentation.
 - Prepare monthly quarterly reports on delivery of services and expenditures.
 - Knowledge of all funding sources and related scope of services and requirements.
 - Provide ongoing consultations and crisis intervention.
 - Constructively utilize formal and informal customer comments to evaluate and improve effectiveness in providing services.
 - Ensures standards of confidentiality in handling records, collaboration with other providers, and internal communication.
 - Participate in various outside meetings to coordinate and benefit program services.
 - Ensure compliance with regulatory and licensing standards.
 - Ability to count, document and observe consumers taking various prescription drugs.
 - Ability to climb three flights of stairs to conduct rounds on an hourly basis and deal with emergencies.
 - Ability to respond to emergency situations by placing calls to Fire, Rescue, Police, and Medical, etc.
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Clinical Director of Outpatient Services

ESSENTIAL FUNCTIONS:

Position Specific Duties:

- Conduct regularly scheduled staff meetings, in-service training and supervision with assigned personnel.
- Provide mentoring to maximize clinical performance and improve management skills.
- Responsible for the fiscal budget and electronic health record oversight.
- Perform direct counseling services.
- Conduct confidential, quality assessments that are gender and culturally responsive and trauma informed.
- Oversee clinical reviews to monitor consumer progress.
- Provide individual, family and group therapy.
- Provide ongoing consultations and crisis intervention.
- Participate in utilization review activities.
- Assist in all quality improvement activities.
- Ensure compliance, accuracy and quality of clinical documentation.
- Responsible to ensure the maintenance of relationships with all third-party payers.
- Manage and ensure contract compliance and complete re-credentialing.
- Participate in program planning, development and other management functions.
- Participate in various outside meetings to coordinate and benefit program services.
- Interact with the administrative, clinical, finance and other disciplines to insure the efficient coordination and timely delivery of treatment services.
- Ensure compliance with regulatory and licensing standards.
- Ability to climb three flights of stairs to conduct rounds on an hourly basis and deal with emergencies.
- Ability to respond to emergency situations by placing calls

to Fire, Rescue, Police, and Medical, etc.

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Interested? Apply online: **EMPLOYMENT OPPORTUNITIES** or you can also email your resume to: srekowski@steppingstoneinc.org
Applicants that require accommodation on the job application process, please contact 508-674-2788 extension 11103

