

## Position Description

Position Title	<b>Mobile Mental Health &amp; Addictions Clinician</b>		
Program Name	Mobile Mental Health & Addictions Clinic	Position Classification	7CM
Reports To	Manager of Mobile Mental Health & Addictions Clinic		
Effective Date	February 2022	Review Date	

### POSITION SUMMARY

The Mobile Mental Health and Addictions Clinic (MMHAC) program delivers mental health assessment and treatment services for individuals residing in rural and remote regions of the Haliburton, Peterborough and Northumberland Counties as well as the City of Kawartha Lakes.

The Mobile Mental Health & Addictions Clinician provides a range of services to rural and remote individuals that promote recovery, access to other services, supports and resources required for stabilization, wellness, and independent living through the Mobile Mental Health and Addictions Clinic (MMHAC)

The Mobile Mental Health & Addictions Clinician carries out these duties as a member of a multi-disciplinary team. Individualized supports and interventions are provided to clients in their homes, in the community and with the use of the Mobile Mental Health Clinic vehicle. Supports include assessment, ongoing service planning, therapy services following evidence-based modalities such as Cognitive Behavioral Therapy (CBT), the Unified Protocol (UP), Brief Narrative Therapy, case coordination and consultation with other service providers, and discharge planning or transfer of service, where appropriate.

### KEY RESPONSIBILITIES

#### 1. Client Supports

- Receive referrals and participate in the scheduling of appointments
- Conduct one-on-one scheduled and walk-in appointments in the community, in client homes or on the mobile clinic.
- Conduct standardized initial bio/psycho/social assessments to determine continued or follow up care
- Provide therapy utilizing evidence-based therapeutic modalities
- Provide overall case coordination for clients as required
- Identify client needs and develop an Individual Service Plan (I.S.P.) using the Ontario Common Assessment of Need (O.C.A.N.) with measurable goals, objectives and outcomes
- Assist clients in bridging/navigating/accessing social service systems, including income supports (Ontario Disability Support Program, Ontario Works, etc.), psychiatric, medical, behavioural, vocational, educational, housing, Disability Supports and other support services as needed



- Utilize a trauma-informed and concurrent-disorder-informed approach
- Provide needed support including development of a crisis plan and provide crisis intervention as appropriate
- Advocate and make appropriate referrals, with consent, for needed services and supports as identified in the client's service plan
- Stay current on relevant legislation, best practices, treatment approaches, basic psychopharmacology and agency policies and procedures
- Support the client's safety and wellness in the home environment as required
- Facilitate psychoeducational and therapeutic group programming as required
- Provide mental health, developmental disorder, physical health and concurrent disorder information to individuals, care givers and other service providers
- Assist/intervene in emergency/crisis situations

## **2. Documentation**

- Ensure all client documentation is accurately recorded in a timely manner, as required by agency and program policies and procedures e.g. consents, progress notes, service agreements, crisis plans, safety reports, risk assessments, medication reconciliations, Home Safety Risk Assessments, etc.
- Complete the O.C.A.N. assessment and planning tool (I.S.P.) with clients according to the established O.C.A.N. completion schedule for this program
- Complete all other necessary program documentation e.g. internal and external referral forms
- Complete all required program-related data collection (e.g. statistics, outcome measures, etc.) in an accurate and timely manner
- Complete administrative tasks in a timely manner, e.g. expense claims, time sheets, Visa requests, etc.

## **3. Transportation**

- Share responsibility for the mobile mental health clinic vehicles, including scheduling destinations, driving the vehicles, completing checklists to monitor mechanical functions, and identifying any concerns to the program manager
- Utilize other agency vehicles, or personal vehicle for service delivery to rural and remote locations, according to agency policies and procedures

## **4. Other Activities**

- Develop and promote collaborative partnerships with other service providers, agencies, and community partners to facilitate collaborative client-centered care in accessible locations and modalities, in remote and rural parts of catchment area
- Participate in the identification, development, implementation, and evaluation of other services in the MMHAC
- Participate in annual compliance review, as required



## **5. Performance Management and Professional Development**

- Participate cooperatively in the agency performance management process/system
- Stay current on relevant legislation and best practices, current research, policies and procedures
- Participate in ongoing professional development and mandatory training
- Actively engage and participate in supervisory process

## **6. Health and Safety – Worker Responsibilities**

- Work in compliance with the Occupational Health and Safety Act, applicable regulations and all organizational health and safety requirements and procedures to ensure the health and safety of clients, staff/colleagues, volunteers, and students

## **7. Client Safety**

- Adhere to C.M.H.A. H.K.P.R. client safety programs including program policies as well as infection control and prevention procedures. In partnership with clients, family members, and fellow staff, maintain open lines of communication to assist the organization in identifying and achieving quality outcomes for client safety. Report client safety incidents and suggested improvements to manager or delegate.

## **8. Other Duties as Assigned**

- Attend, participate in team/staff meetings, and all-staff meetings as required
- Participate in agency quality improvement activities, e.g. accreditation projects, committees, special events, etc.
- Participate in quality improvement activities at the team/program level
- Participate in external committees as required
- Duties may change from time to time

## **A. REQUIREMENTS OF THE POSITION**

### **Education and Training**

Successful completion of a university degree in health or social sciences. A Bachelor of Social Work or BA/BSc.in Psychology is preferred. Formal education in the provision of human or social services and/or relevant experience (see below) is required.

We recognize that mandatory training before hire is an asset, however, successful completion of the training applicable to this role shall be requirements for continued employment in this position:

- Health and Safety Training (including but not limited to the following)
  - Globally Harmonized System (previously W.H.M.I.S.)
  - Infection, Prevention & Control
  - Workplace Violence
  - Accessibility for Ontarians with Disabilities Act



- Ontario Common Assessment of Need (O.C.A.N.)
- Client Record Management and Assessment Software (C.R.M.S.)
- Applied Suicide Intervention Skills Training (A.S.I.S.T.)
- Non Violent Crisis Intervention (N.V.C.I.)
- First Aid/Cardiac Pulmonary Resuscitation (C.P.R.)

### **Assets with regard to this position**

- Completion of a Master's degree is preferred, e.g. Masters of Social Work
- Membership in a Regulatory College such as the Ontario College of Social Workers and Social Service Workers, or who hold a Registered Psychotherapist designation, permitting the regulated act of psychotherapy
- Formal education in the following: Cognitive Behavioural Therapy, Dialectical Behavioural Therapy or other forms of emotional regulation support, Motivational Interviewing, Concurrent Disorders, Trauma-Informed Therapy

## **B. RELATED AND RELEVANT EXPERIENCE**

### **Mandatory experience**

- Minimum three (3) years' experience related to case manager role
- Demonstrated experience and/or significant knowledge of working with client population (with acquired brain injury, or dual diagnosis, or youth, as required by specific program)
- Demonstrated ability to maintain a professional attitude, rational detachment and a problem-solving, therapeutic approach while working with sometimes challenging clients and in stressful situations
- Demonstrated ability to effectively utilize evidence-based interventions and treatments to address mental health
- Demonstrated ability to adapt treatment modalities to use with clients
- Demonstrated ability to be flexible, manage changing priorities and make quick decisions
- Demonstrated ability to be able to support the client holistically using the biopsychosocial model
- Demonstrated ability to work effectively with community partners
- Demonstrated ability to be creative in order to find solutions to problems.
- Demonstrated ability to complete accurate and timely documentation
- Demonstrated ability to effectively manage change on an organizational and program level

### **Preferred experience**

- Concurrent disorder or addictions experience
- Mental health case management experience is preferred
- Facilitating psychoeducational and psychotherapeutic groups
- Working knowledge of psychopharmacology
- Lived expertise with a mental health concern or addiction, either personally or with a family member is an asset
- Intermediate to advanced minus proficiency in French



### C. COMPETENCIES

- Refer to C.M.H.A. H.K.P.R Competency Matrix

### D. OTHER

- Valid driver's license
- Automobile in good repair and insurance coverage as required by agency policy
- Satisfactory driving record search
- Satisfactory police records search
- Satisfactory references
- Intermediate to advanced minus proficiency in French
- Lived expertise with a mental health concern or addiction, either personally or with a family member is an asset
- Proof of receipt of full COVID-19 vaccine
- Ability to work remotely, for example from home, as required.
  - Requirement to have reliable home internet service and the technology to complete work from a remote location, for example computer/laptop, telephone, etc.

### E. WORKING CONDITIONS

- Work in office environment or in the community across the four counties. May also work in client's homes.
- Work involves the operation of a commercial vehicle in the community across the four counties, in various types of weather and conditions.
- May work in a remote environment, such as a personal home, as required
- Work directly with individuals with a with serious mental illness and/or dual diagnosis and/or addictions
  - who are experiencing emotional and/or mental health issues and are working towards recovery
  - may be experiencing crisis instability and various levels of functioning
  - may be experiencing poverty
- There are multiple competing demands which require time management skills, the ability to be flexible and to prioritize
- Work in a stressful environment where there are mental and emotional demands. There is a high volume of work as well as the unpredictable work, life-threatening situations for others such as instances of suicide
- Some evenings may be required, weekend shifts
- Work may also involve transporting clients in personal or agency vehicles.

Review and Approval Dates	
Program Manager	Date
I have read and understood the above position description	



Employee	Date
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