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| **TITLE** | **Psychiatric Rehabilitation Worker** |
| **DESCRIPTION** | * Provide site based or mobile psychiatric rehabilitation services, to consumers based on knowledge of psychiatric rehabilitation philosophy, PA State guidelines, and Boston University approach, social skills, and recovery methods.
* Demonstrate Psychiatric Rehabilitation competencies including:
	+ Competencies to develop and implement the individual rehabilitation plan (IRP).
	+ Determine person’s method of learning and offer opportunities for choices and positive experiences utilizing social learning.
	+ Assessment of individuals to evaluate readiness for psychiatric rehabilitation.
	+ Provide coaching and support as needed to develop growth and change.
	+ Provide group or individual instruction based upon the IRP. Instruction may occur on site, in the community, or in the consumer’s home.
* Provide case management services by:
	+ Openly communicating regularly with team members to facilitate consumer progress.
	+ Facilitating consumer contact with family members, school personnel, social service agencies, and other service providers.
	+ Organizing and facilitating meetings with family members and other service providers when appropriate in order to ensure continuity of care.
	+ Making appropriate referrals, facilitating consumer’s transition to other services in preparation for discharge.
* Maintain appropriate professional continuing education requirements.
	+ Staying informed of current regulations, policies, and procedures related to clinical and administrative practices;
	+ Maintaining all documentation and fiscal standards;
	+ Maintaining complete files and clinical documentation, track authorizations, and submit authorizations in a timely manner;
	+ Complying with quality assurance guidelines;
	+ Maintaining awareness of all Federal, State, and Managed Care laws, policies, regulations, and procedures regarding clinical care, Best Practices Guidelines, and appropriate fiscal requirements related to clinical services.
* Assess for the severity of symptoms, and arrange hospitalizations as needed. This includes:
	+ Contacting hospitals as needed;
	+ Involving MH/MR delegate or policy as needed;
	+ Giving instructions to consumers and/or family and/or other providers as needed; and
	+ Monitoring consumers and maintaining safety.
* Attending departmental meetings/staffings and other meetings relevant to maintaining sound clinical/medical management. Serve on internal committees to ensure ongoing quality assurance functions. Attend supervision with supervisor and openly communicate all issues that impact the quality of care.
* Adhere to seven recognized Sanctuary commitments which includes social responsibility, social learning, non-violence, open communication, democracy, emotional intelligence, growth and change.

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| **POSITION REQUIREMENTS** | * Associate’s or Bachelor’s degree and at least at least 1 year of work experience in mental health direct service; or a CPS certificate and 1 additional year paid or volunteer work experience in mental direct service; or a high school diploma or GED and 2 years work experience in human services which must include 1 year of mental health direct service.
* Act 33, 34, FBI Clearances and Act 31 (Mandated Reporter Training)
* Have CPRP certification, or obtain CPRP certification within 2 years from the date of hire.
* Training and experience in facilitation of groups preferred
* Position requires that the employee be able to maintain control of consumers in large group settings (of up to 20 consumers) while demonstrating emotional intelligence. Therefore, the employee must be able to: speak in a loud voice and command the attention of all consumers in the room; ensure the safety of consumers; and deal with the stress of being responsible for the safety of consumers.
* Position requires that the employee be able to conceptualize and discuss consumer cases in a small group setting. Therefore, the employee must be able to understand psychiatric rehabilitation concepts and psychotherapeutic concepts and relate them effectively to their cases, think abstractly, and effectively express him/herself verbally using social responsibility.
* Position requires that the employee be able to understand and employ recovery model, Boston University, and Social skills interventions.
* Position requires that the employee be able to sensitively communicate confidential information in appropriate ways to family members and service providers both inside and outside Community Guidance Center. Therefore, the employee must be able to understand and abide by agency policy and procedure, and effectively ascertain what is appropriate to disclose in a variety of situations and settings.
* Complete 12-hour orientation required by the State and maintain 18 hours of approved continuing education credits in psychiatric rehabilitation per year.

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| **FULL-TIME/PART-TIME** | Full-Time   |
| **TRAVEL REQUIRED** | Yes   |
| **EXEMPT/NON-EXEMPT** | Non-Exempt   |
| **LOCATION** | Community Guidance Center-Clarion   |
| **ABOUT THE ORGANIZATION** | Come work for an organization where every day is an opportunity to help your community! Our full-time positions all offer full medical, dental, and vision benefits at no cost to the employee for individual coverage. We also have a competitive 403B you can start contributing to right away!Community Guidance Center is a private, non-profit mental and behavioral health center with offices in Indiana, DuBois, Punxsutawney, Clearfield, Northern Cambria and Clarion, Pennsylvania. We provide a wide range of therapeutic and rehabilitative services and resources to all members of these communities.Community Guidance Center is a Sanctuary Institute certified organization for trauma-informed care. The Sanctuary Model® is a "...theory-based, trauma-informed, trauma-responsive, evidence-supported, whole culture approach that has a clear and structured methodology for creating or changing an organizational culture." As one of the few Sanctuary-certified mental and behavioral health providers in our region, we look forward to continuing to provide a welcoming, caring, safe, positive and enriching environment for our consumers, our family of employees and the communities we serve.  |
| **EOE STATEMENT** | We are an Equal Employment Opportunity Employer. We will consider applicants for this position without regard to any category protected by applicable federal, state, or local law, including but not limited to: race, color, sex, age, disability, religion, citizenship, national origin, ancestry, military status or veteran status, marital status, sexual orientation, domestic violence victim status, predisposing genetic characteristics and genetic information.   |
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