

Job Description

Counseling Services of New York (CSNY) is an OASAS (New York State Office of Alcohol and Substance Abuse Services) licensed 822 non-intensive outpatient chemical dependence program in the South Bronx.

CSNY is hiring a full-time on-site Clinical Director who will be responsible for the following:

- Daily activities and supervision of services provided at CSNY.
- Ensure and document a plan for staff training based on individual employee needs, and will ensure that all training subject areas appropriate for training, as identified by OASAS.
- Develop and oversee an ongoing curriculum for group counseling that includes a robust, diverse, and interesting set of group topics with weekly sub-topics to which patients will be appropriately assigned according to individual needs.
- Develop and implement quality assurance measures to ensure availability, accuracy, thoroughness, organization, timeliness, and proper storage/filing of all patient-related and other clinical documentation; overall responsibility for all patient records.
- Ensuring the proper use by all clinical staff (i.e., counselors) of the electronic health record system utilized by CSNY for documentation of all clinical services, as well as printed copies of all such documentation, as necessary.
- Supervising all clinical staff regarding all issues related to the delivery of clinical services of patients, as well as other personnel-related issues.
- Assist counselors in intervening to address patient crises, as well as patient visitation as retention issues.
- Conducting specially constituted committees including, but not limited to, weekly clinical Case Conferences, periodic Utilization Reviews, Incidents, etc.
- Assist counselors with correspondence to patient referral sources, as needed.
- Other duties, as assigned.

Qualifications must include at least one of the following:

- Experience working as a counselor in the chemical dependency field.
- CASAC (credentialed alcoholism and substance abuse counselor) who has a current valid credential issued by the Office, or a comparable credential, certificate or license from another recognized certifying body as determined by the Office;
- counselor certified by and currently registered as such with the National Board for Certified Counselors;
- Rehabilitation Counselor certified by the Commission of Rehabilitation Counselor Certification;
- Therapeutic Recreation Therapist certified by the National Council on Therapeutic Recreation or the American Therapeutic Recreation Association;
- Physician who has received the doctor of medicine (M.D.) or doctor of osteopathy (D.O.) degree;
- Physician's Assistant (PA);
- Certified Nurse Practitioner;
- RN - Registered professional nurse (RN);
- Psychologist;
- Occupational Therapist;
- LMSW or LCSW - Social Worker (LMSW; LCSW), including an individual with a Limited Permit Licensed Master Social Worker (LP-LMSW) only if such person has a permit which designates the OASAS-certified program as the employer and is under the general supervision of a LMSW or a LCSW;

- LMHC (Licensed Mental Health Counselor);
- LMFT (marriage and family therapist)
- LCAT (Creative Arts Therapist);
- Licensed Psychoanalyst;
- Any mental health practitioner with a Limited Permit.

The Clinical Director will report to the Program Director.

Job Type: Full-time

Salary: \$60,000.00 /year

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