



Emergence Health Network

El Paso Center for Mental Health/Intellectual Disabilities

Transitional Services Specialist

Job Code: TSS - 111

Revision Date: November 4, 2022

Starting Salary: \$18.59 hourly; \$38,672 annually

FLSA: Exempt

Overview

We are an agency committed to innovative behavioral health services in trauma-informed care that promote healing and recovery to instill a sense of empowerment and foster a lifelong sense of resilience.

General Description

The purpose of this job is to provide flexible services to assist high-need individuals in maintaining their stability, preventing further crisis, and assisting them, through engagement, in obtaining appropriate community-based services once the individual is discharged from one of the following: A State Mental Health Facility (SMHF), A Private Psychiatric Hospital, Crisis Walk-In Services and/or the Extended Observation Unit (EOU). The Transitional Care Specialist provides targeted services and supports as outlined in Texas Health and Human Services Resiliency and Recovery guidelines, for the transitional services level of care, LOC-5, for a caseload of approved individuals with and ability to receive services for up to 90 days.

This class works under close to general supervision according to set procedures with moderate latitude for the use of initiative and independent judgment.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions related to the type of work of the position as necessary.

- Demonstrates characteristics of a positive role model to youths, adults and advocates.
- Assists authorized clients with transitional services to include lethality risk assessments, skills training, symptom management, safety planning, and rehabilitation services.
- Completes necessary documentation to include but not limited to intake registration, Adult Needs and Strengths Assessment (ANSA), attempts to face to face contact, and service delivery.
- Collaborates with client, guardian, and/or advocate to determine and complete Person-Centered Recovery Plan (PCRP) goals, objectives and interventions.
- Assists clients with the provision of services as outlined in their PCRP.
- Makes necessary changes and updates client PCRP plans, goals and objectives to reflect client's abilities and accomplishments.

- Ensures the provision of continuity of care through linkage request to an EHN behavioral clinic/program of client's choice prior to the expiration of the transitional LOC.
- Reviews and verifies client information in various Electronic Health Care databases.
- Maintains communication with supervisor regarding client cases.
- Corresponds with appropriate internal and external personnel.
- Maintains compliance with all Joint Commission, Texas Health and Human Service Commission Administrative Codes, Texas Resiliency and Recovery Guidelines, National Council for Behavioral Health, and Certified Community Behavioral Health Clinic (CCBHC) training requirements relevant to job duties, including but not limited to those dealing with use of restraints and physical holding of individuals receiving services.
- Performs other duties as assigned.

Minimum Education and Experience Requirements

Requires a Bachelor's degree in Psychology, Social Sciences, or related behavioral field, supplemented by two (2) years of direct casework/case management experience; or possession of any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities.

Experience with trauma-informed services; cognitive behavioral therapies, including Dialectical Behavioral Therapy (DBT); and motivational therapies including the use of incentives, preferred.

Required Knowledge and Abilities

Knowledge of trauma-informed theories, principals, and practices (includes multi-faceted understanding of concepts such as community trauma, intergenerational and historical trauma, parallel processes, and universal precautions), preferred.

Physical Demands

Performs sedentary work that involves walking or standing some of the time and involves exerting up to 10 pounds of force on a regular and recurring basis or sustained keyboard operations.

Unavoidable Hazards (Work Environment)

- Involves routine and frequent exposure to:
 - Bright/dim light; Dusts and pollen.
 - Extreme heat and/or cold; Wet or humid conditions.
 - Extreme noise levels, Animals/wildlife.
 - Vibration; Fumes and/or noxious odors.
 - Traffic; Moving machinery.
 - Electrical shock; Heights.
 - Radiation; Disease/pathogens
 - Toxic/caustic chemicals; Explosives; Violence.
 - Other extreme hazards not listed above.

Special Certifications and Licenses

- Must be able to be credentialed as a Qualified Mental Health Professional-Community Service (QMHP-CS) certification in the timeframe designated by EHN.
- Must possess and maintain a valid state Driver License with an acceptable driving record.
- Must be able to pass a TB, criminal background and drug screen

Americans with Disabilities Act Compliance (ADA)

Emergence Health Network is an Equal Opportunity Employer. ADA requires Emergence Health Network to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

Other Job Characteristics

- Staffing requirements, including criteria that staff have diverse disciplinary backgrounds, have necessary State required license and accreditation, and are culturally and linguistically trained to serve the needs of the clinic's patient population.
- Credentialed, certified, and licensed professionals with adequate training in person-centered, family centered, trauma informed, culturally-competent and recovery-oriented care.
- Schedule is subject to change due to departmental and clientele needs.

Note: This Class Description does not constitute an employment agreement between Emergence Health Network and an employee and is subject to change by the Emergence Health Network as its needs change.