



City of Irving Job Description

Mental Health Clinician

FLSA Status:	EXEMPT	Job Department:	Police
Job Code:	33111	Reports To (Job Title):	Police Sergeant

PURPOSE

This position serves as a licensed behavioral health clinician with the City of Irving Police Department. The mental health clinician responds to referrals as well as on scene calls for service and identifies, assesses, triages, and provides treatment and/or referrals for persons with behavioral health conditions in the community setting. The behavioral health clinician will respond to calls for emergency services, may work in environments with intensive crisis situations, liaison, and respond with law enforcement, and be expected to work non-traditional hours as assigned. There is a moderate latitude for the exercise of independent judgment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.*

- Respond in a stressful and high pressure environment handling emergency and non-emergency communications in a calm manner Prioritize multiple competing emergency situations at one time; Perform emergency crisis intervention services within a team setting.
- Complete crisis based clinical interviews, identify care needs, provide brief mental health interventions, and coordinate services for persons with mental illness experiencing critical care or crisis service needs.
- Assist in evaluating behavioral health care needs for persons experiencing crisis or immediate care needs; Ask questions to interpret, analyze and anticipate an individual's situation and coordinate care needs within a multidisciplinary care setting
- Coordinate the responses of public safety and social service agencies.
- Document services provided in clinical terms meeting reimbursement standards.
- Perform related duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES

- Cleaning, organizing and restocking vehicle in a ready condition after each deployment.
- Be flexible as emergency services operate on a 24-hour clock; the LPHA's assigned work shift schedule may vary.
- Maintain a thorough working knowledge of local geography, which includes maps, streets, and grid book systems.
- Must ensure all certifications, licenses, and registrations are up-to-date.

SUPERVISORY RESPONSIBILITIES

Supervisory responsibility is not a regular part of the position.

FINANCIAL / BUDGETARY RESPONSIBILITY

None

QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skill, and/or ability required.*

EDUCATION

- Master's degree from a college or university accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE) with major course work in, Counseling, Social Work, Psychology, Sociology, or a related field.

EXPERIENCE

- At least two (2) years in providing direct care services in the field of community mental health.

CERTIFICATES, LICENSES, REGISTRATIONS

- A masters trained behavioral health clinician with a current and valid license in good standing in the healing arts in Texas.
- An appropriate, valid, state-issued driver's license, or the ability to obtain one upon hire.
- Must obtain mental health first aid, TCOLE approved crisis intervention training, and complete a CPR course within one (1) year of employment.

KNOWLEDGE OF

- The most recent Diagnostic and Statistical Manual Axis I disorders most often requiring emergency mental health service intervention. Texas emergency detention statutes and procedures.
- Community-based emergency response systems.
- Psychotherapeutic medications, case management functions, and evidence-based practices in the mental health field.
- Criminal Justice: An understanding of the criminal justice system, first responder services or law enforcement services.
- Methods for rapidly determining nature of care needs on scene within a team setting.
- Individual interview techniques to obtain vital/all necessary information to ensure a prompt appropriate response to particular situation and document an accurate and complete report of the services provided.
- Computer Usage: Computer hardware and software applications.
- Record Keeping: Principles and practices for collection and recording of information for use in report presentations.

SKILLS AND ABILITIES IN

- Written Expression: Communicating information and ideas in writing, so others will understand.
- Oral Expression *under Duress*: Communicating information and ideas in speaking so others will understand, often in stressful situations.
- Complex Problem-Solving: Identifying problems and reviewing related information to develop and evaluate options and implement solutions.
- Policy Comprehension: Interpreting and applying rules, regulations, policies, and procedures.
- Reading Comprehension: Reading and interpreting work documents.
- Basic Math: Adding, subtracting, multiplying, or dividing quickly.
- Sequencing: Correctly following a given rule or set of rules to arrange things or actions, which includes alphabetization.
- Critical Thinking: Using logic and analysis to identify the strengths and weaknesses of different approaches.
- Maintaining Current Knowledge: Reading, analyzing, and interpreting general business periodicals, professional journals, technical procedures, or governmental regulations.
- Visual Color Discrimination: Matching or detecting differences between colors, including shades of color and brightness.
- Spatial Orientation / Depth Perception: Knowing one's location in relation to the environment or knowing where other objects are in relation to one's self.
- Cooperation: Establishing and maintaining positive working relationships with those contacted in the course of work.
- Reporting: Researching, analyzing, and compiling data and preparing concise documents.

GUIDANCE RECEIVED

Direction and Varied Methods

Typically receives general direction about assignments and work results to be attained. Requires judgment to determine which methods apply and what data/information should be considered. Position must think through how issues can be addressed within existing policies and procedures and may assist others with more complex work methods and problems.

CONTACTS

Coordinate with other staff, departments, officials, agencies, organizations, and the public.

EQUIPMENT AND PROPERTY

Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, typewriter, calculator, copier, fax machine and telephone

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.*

The employee frequently is required to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, hear with aid, see, speak, lift and carry under 15 lbs., drive a motor vehicle, and/or operate motor equipment. Also, s/he will make decisions affecting the safety of others.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.*

The work environments vary and include an office setting, the municipal jail while assisting with arraignments and interviewing clients, and commercial and residential areas when working in the field.

* Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: A class specification is a general listing of duties, responsibilities, knowledge, skills, and abilities required of an incumbent assigned to a particular class of work. There may be one or multiple positions assigned to a single classification; therefore, the class specification lists those work attributes that are common to every incumbent in the class.