

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
SOUTHEASTERN MENTAL HEALTH AUTHORITY
JOB OPPORTUNITY
Supervising Clinician – Assertive Community Treatment (ACT) Program

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To:	The Public
Location:	401 W. Thames Street, Bldg. 301, Norwich, CT
Job Posting No:	SM026189
Hours:	1 st shift, Monday – Friday, 8:00 a.m. – 4:30 p.m. (Full time, 40 hours/week)
Salary:	\$73,855.00 - \$99,092.00 (Annually)
Closing Date:	October 30, 2016

Eligibility Requirement: State employees who possess the general and special experience and training may apply. State employees currently holding the above title or those who have previously attained permanent status may apply. DMHAS employees currently holding the above title may apply for lateral transfer.

Duties may include but not limited to: Under the supervision of the ACT Team Behavioral Health Clinical Manager monitors the assignments, schedules, and productivity of clinical staff; overseeing appropriate discharge planning of clients; developing and implementing program goals and objectives; implementing progressive discipline and performance improvement plans; providing team representation during HR investigations and disciplinary/grievance hearings; developing policies and procedures, including those related to the provision of clinical services; evaluating/providing training and performance needs of clinical staff; providing regular administrative/clinical supervision to assigned staff; conducting time and attendance reviews; identifying risk management issues; reviewing referrals to ensure appropriateness of admission to ACT; Ensures compliance with the ACT Fidelity model; participates in case conferences and other meetings aimed at addressing placement/disposition challenges and identifying placement and/or treatment options; attends various ACT and SMHA meetings; reviews and/or conducts medical records audits to ensure quality and compliance; recruits and selects staff; carries a reduced caseload and provides coverage of other cases when necessary; assists in developing strategies for improving, reviewing and monitoring client care, and performs other related duties as assigned.

General Experience and Training: Seven (7) years of professional health care experience in a psychiatric setting.

Special Experience: Two (2) years of the General Experience must have been at a lead level responsible for coordinating the work of a unit or team of professionals in a psychiatric setting. Note: For State Employees the lead level is interpreted at the level of Clinical Social Worker Associate for social work discipline, Head Nurse for the Nursing discipline, an Associate Professional Counselor and an Associate Marriage and Family Therapist.

Substitutions Allowed: 1. College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree. 2. A Master's Degree in a health care field related to one of the disciplines in the Special Experience may be substituted for one (1) additional year of the General Experience.

Special Requirements: Incumbents in this class must possess and retain a current license as a Clinical Social Worker, a licensed Marital and Family Therapist, a licensed professional Counselor, or as a Registered Professional Nurse in the State of Connecticut. Incumbents in this class must possess and retain a valid driver's license and may be required to travel.

Note: Non-Examined refers to Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12).

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: Supervising Clinician applying to a Supervising Clinician posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:

Arnetia Douglas, Facility HR Director
Southeastern Mental Health Authority
401 West Thames Street, Building 301, Norwich, CT 06360
Phone: (860) 859-4651 - FAX: (860) 859-4792
Email: MHA-SMHA-RECRUIT@ct.gov

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at www.ct.gov/dmhas/employmentopportunities

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. **P-1**