



# Cow Creek Government Office

## Behavioral Health Consultant

Job Code: 2450  
Department: Cow Creek Health & Wellness Center  
Location: Roseburg, OR  
Minimum Salary: \$68,000

### POSITION PURPOSE:

The Behavioral Health Consultant is responsible for direct patient care by providing screening, brief intervention, brief treatment and referral to patients in the Primary Care Clinic. The BHC will consult with the Primary Care Providers and integrated care team members and will provide support to the patients in Primary Care.

### ESSENTIAL FUNCTIONS:

- Creates, develops and nurtures culturally appropriate interactions and connections with each other, patients and the community.
- Devises and proposes changes and innovations to achieve more effective working relationships and improve performance and services provided and connections with other departments.
- Works with Primary Care and Behavioral Health Providers to develop the “core” behavioral health skills needed on an integrated care team.
- Makes appropriate referrals to the Urgent Response Team and seeks resources to aid patients.
- Assists, leads or co-leads patient case conferences with integrated care team members.
- Works with members of treatment team (internal and, where appropriate, external), including mentors, educational and vocational instructors, clinical staff, etc. to further the goals of the individual educational and/or treatment plans.
- Performs brief assessment and brief treatment for a wide range of psychological and behavioral health needs using brief intervention and brief treatment:
- Participates in presenting patient reviews to a multi-disciplinary team and accepts and provides feedback regarding clinical issues.
- Advises patient and family members in methods that facilitate a capacity for self-care and a movement towards a health care partnership between the health care providers, the patients and their families.

- Works effectively with the general public and occasionally handle the hostile or disgruntled patient.
- Ensures that verbal and written instructions are clear and concise and understood by listening and asking for feedback.
- Patient notes are written clearly in order to provide adequate information for other health care providers.
- Assist Quality Improvement Coordinator (QIC) with developing accreditation policies and procedures specific to clinical BH functions. Active participant in Quality Improvement activities and responsible for all BH elements in this process including audits, surveys, and delegation of QI duties. Comply with all established HIPAA protocols.
- As part of leadership team, integrate sound nursing principles into the CCH&WC Strategic Plan including assuring the Tribe's mission, vision, values, and goals of the organization are met.
- Utilize Electronic Health Record (EHR) medical records system, in a competent manner, and provide team support for efficient functionality.
- Maintain BHC certification and licensure requirements.
- Be able to travel between North Campus and South Campus—and also the Village Station for patient care.

#### QUALIFICATIONS:

- Master's Degree in Counseling, Social Work or a PhD in Psychology or Counseling with completion of educational requirements from a professionally approved and accredited educational program with appropriate licensure and/or certification required.
- Current Oregon State licensure or if out of state licensed professionals must be able to acquire an Oregon License within six months of hire
- Two years of experiences as a therapist with Tribes and/or Indian Health Service is required.
- Required to acquire and maintain BLS certification within 180 days of hire; strongly recommend certification within 90 days of hire, probationary period will be extended for a maximum of 180 days pending certification.
- Required to accept the responsibility of a **mandatory reporter** of abuse and neglect of infants and children, people who are elderly or dependent, individuals with mental illness or developmental disabilities or residents of nursing homes and other health care facilities. This includes reporting any evidence of physical injury, neglect, sexual or emotional abuse or financial exploitation.
- Required to have experience in the assessment of suicide risk, self-injurious behavior, and all high-risk behaviors, case management of high-risk clients.
- Required to have experience with clients who have been victims of physical and/or psychological trauma, with attention to early intervention.
- Knowledge of professional BH standards, theories, abilities, procedures and techniques used in acute and chronic disease care and education and have the ability to implement these within a clinical setting.

- Experience with Quality Improvement Activities and knowledge of accreditation requirements and processes
- Candidate must have the ability to maintain strict confidentiality in accordance with HIPAA and Privacy Act regulations.

**Cow Creek Government Office**  
Position: Behavioral Health Consultant  
**Position Minimum Requirements**

{Continuous -- 67-100% of the day. Frequent -- 34-66%. Occasional - 6-33%. Intermittent -- 1-5%}

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1. **SITTING** - (Percent of time or hours per day? Surface? Foot controls?) **Continuous**
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2. **STANDING** - (Percent of time or hours per day? Type of surface? Duration at one time?) **frequent**
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3. **WALKING** - (Percent of time or hours per day? Surface? Distance?) **Occasional**
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4. **POSITIONS** - (Can worker change positions frequently? Occasionally?) **Frequent**
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5. **LIFTING & CARRYING** - (Weight? Type of object(s)? Frequency? Distance?) **NA**
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6. **PUSHING/PULLING** - (Weight? Type of object(s)? Times per hour? Distance?) **NA**
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7. **REACHING/HANDLING** - (Use of hands for repetitive fine manipulation? Distance? Overhead reaching? Frequency?) **frequent**
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8. **BENDING/SQUATTING** - (Frequency? From Waist? Knees? Duration?) **NA**
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9. **TWISTING** - (From what body part(s)? Frequency? How far? Work being done?) **NA**
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10. **CLIMBING** - (Height? Slope? Number of steps? Frequency? On what? Ladder?) **NA**
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11. **CRAWLING** - (Surface? Frequency? Distance?) **NA**

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**ENVIRONMENTAL FACTORS** - (Include whether job is performed inside or outside identifying extremes of cold, humidity, heat, etc. Include any hazards such as noise, light, fumes, dust, vibration, liquids, chemicals, communicable disease, etc.)

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- Sedentary Work = Prolonged periods of sitting, exerts up to 10 lbs. of force occasionally  
 Light Work = Exerts up to 20 lbs. of force occasionally, and up to 10lbs. of force frequently  
 Medium Work = Exerts up to 50 lbs. of force occasionally, and up to 20 lbs. of force frequently  
 Heavy Work = Exerts up to 100 lbs. of force occasionally, and up to 20 lbs. of force frequently  
 Very Heavy Work = Exerts over 100 lbs. of force occasionally, and up to 50 lbs. of force frequently

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**I have read and reviewed this job description with my immediate supervisor and fully understand the terms set forth.**

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**EMPLOYEE** \_\_\_\_\_ **DATE** \_\_\_\_\_

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**SUPERVISOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**The job description is not intended to detail every aspect of your job or list every task you may perform. It is provided as a general overview of the responsibilities and skills required to do this job successfully.**