

# Outpatient Therapist



Department: **Outpatient Services**  
Reports To: **Outpatient Director**  
FLSA Status: **Exempt**

**Job Description:** The Outpatient Therapist (OT) provides professional psychotherapeutic services for outpatient clients, as well as outpatient alcohol/drug abuse and addiction therapy services including alcohol/drug abuse evaluations, individual therapy, family/couples therapy, group therapy, and client and community presentations.

## Roles & Responsibilities

### Service Provision:

- The OT provides individual, group, and family counseling, while maintaining schedule openings for evaluative services, as assigned. The OT also meets and/or exceeds productivity expectations set forth by the agency.
- The OT participates and implements clinical supervision regarding therapeutic interventions and treatment planning with assigned clients as required by licensing and/or regulatory agencies. The OT attends weekly clinical group supervision to remain aware of any changes to agency process and be a voice to the need for modifications to processes to enhance trauma informed care to our clients.
- The OT advocates for their clients' rights and assists clients in ensuring that their rights are protected and preserved.
- The OT may assist clients with aftercare/discharge planning and/or provide referrals to other agencies/resources, when appropriate.

### Emergency Coverage:

- The OT Responds to the emergency needs of their clients.
- The OT may be required to provide emergency coverage for new clients during office hours and any existing client after office hours, as assigned by the supervisor. This coverage also includes the on-call rotation for the agency's

### Professional Identity:

- The OT attends seminars and workshops to enhance skills, knowledge, and within the continuing education guidelines of their professional licensure.
- The OT provides consultation, education and prevention services to other agencies and individuals as assigned by the supervisor. The OT participates in networking with other agencies and attends community meetings as deemed appropriate for the position.
- The OT promotes the establishment of adequate community resources and services for clients in the community.

### Authorizations/Documentation:

- The Outpatient Therapist completes authorizations and reauthorizations as deemed necessary and completes all documents appropriately and timely.
- The OT documents all client services/contacts in the client's clinical record and completes necessary clinical documents and evaluations within timeframes given.
- The OT forwards all requested documents to referents or other entities as requested by client and completes collateral contacts as necessary.
- The OT develops trauma-informed care focused treatment plans in conjunction with clients and in the client's language when possible.

### Agency Responsibility:

- The OT participates in clinical and staff meetings for the development and implementation of client treatment or for administrative purposes, and coordinates services as appropriate with other treatment providers within the agency when the client is receiving multiple services.

### Other Requirements

- Per policy & procedure, all staff are strongly encouraged to obtain an annual flu shot.
- Will successfully complete background checks/references, and must comply with agency policies and procedures, including those regarding conduct, confidentiality, and record keeping.
- Valid Nebraska driver's license and an insurable driving record and at least 21 years of age, preferred
- If in substance abuse recovery, two years of continuous sobriety/ "clean time" is preferred.
- Attends staff meetings and other meetings as assigned.
- Must comply with agency policies and procedures, including those regarding conduct, confidentiality, and record keeping.

### Education, Licenses, and/or Experience

Master's degree (M. A. or M.S.) in counseling, social work, psychology, or a closely related field with the following licensure, preferred. An individual with a PLADC or LADC will be considered.

Minimum certifications include either a Licensed Mental Health Practitioner (LMHP) and/or a Licensed Alcohol-Drug (LADC), (PLADC, PLMHP)

Counselor (LADC) preferred. Professionals with provisional licensure are expected to complete the necessary requirements to attain full licensure. Criminal Justice provider status will also need to be attained/maintained.

Knowledge, Skills, and Abilities (Competencies): To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The Knowledge, Skills, and Abilities (Competencies) required are listed below:

- The OT will possess effective interviewing, individual therapy, group therapy, treatment planning and rapport building skills; with the ability to practice empathetic listening.
- The OT will have the ability to apply critical thinking skills by using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- The Outpatient Therapist must have the ability to be influential and possess adaptive communication for the purpose of guiding and/or redirecting group therapy while applying effective interventions.
- The OT must have the ability to read, analyze and interpret clinical documentation and/or agency regulations. The OT must have strong written communication with ability to articulate in writing their thoughts, opinions, and facts with the objective of client care planning. This includes writing treatment plans, progress notes, group notes and any other clinical documentation required. Documentation must be completed within the designated timeframes.
- The OT must have strong oral communication skills with the ability to facilitate groups, lectures, and individual sessions. The OT must also can communicate information and ideas; speaking so others can understand.
- The OT will possess appropriate knowledge of signs and symptoms of substance abuse and dependence and appropriate treatment standards. Knowledge of the signs & symptoms of mental disorders and/or substance use disorders as defined in the DSM-5 to ensure case coordination occurs for clients with dual diagnoses and human service definition as per HHS/Medicaid.
- Ability to effectively network and use collateral contacts and communications with referents and other authorized persons/entities, as appropriate to client's care. The OT must possess knowledge of specialized services/resources available to persons with substance abuse/dependence, and knowledge of continuum of care for reasons related to treatment planning, discharge/aftercare planning etc.
- The OT must have the ability to apply risk management strategies and possess clinical decision-making skills appropriate for client's care and safety, including productive collaboration with supervision/consultation as appropriate, and always in the case of imminent danger.
- Ability to develop and implement specific goals and plans to prioritize, organize, and accomplish work while meeting deadlines and valuing client care and safety. This includes creative/individual care planning keeping in mind there is no "one size fits all" model in client care and planning.
- The OT must have the basic computer knowledge with the ability to navigate email, spreadsheets, E.H.R systems, phone systems, printers/copier/scanner etc.

Job Type: **Full-time**

Pay: **\$45,000.00 - \$70,000.00 per year**

**Benefits:** • 401(k) • 401(k) matching • Dental insurance • Employee assistance program • Flexible spending account • Health insurance • Health savings account • Life insurance • Paid time off • Retirement plan • Vision insurance

**Medical specialties:** • **Addiction Medicine**

**Schedule:** **Monday to Friday**

**Supplemental pay types:** **Bonus pay • Signing bonus**

**Work Location:** **In person**