

LANE COUNTY
*B012B
Established: 01/30/91
Revised: 08/13/96
Updated: 12/01/04
Updated: 01/28/06
(previous title was Mental
Health Specialist - Bilingual)
Updated: 03/17/06
Updated: 09/14/06

MENTAL HEALTH SPECIALIST 2 - Bilingual

DEFINITION

To provide professional mental health assessment and treatment services to clients who have mental illnesses or mental disorders; and to perform related duties as assigned.

CLASS CHARACTERISTICS

This is the journey level in the Mental Health Specialist series. As experience is gained, incumbents are expected to perform the full range of duties as assigned with increasing independence. This class is distinguished from the Senior Mental Health Specialist in that the latter assesses the more immediate or crisis cases.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned personnel. May exercise technical and functional supervision over assigned staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to the following:

Provides a variety of mental health services to clients who may have mental illness or mental disorders, to include substance use disorders or psychosexual disorders.

Screens and evaluates referred clients to determine whether clients have a major mental illness or disorder and meet criteria for eligibility for program services.

Performs in-depth assessments of referred clients to determine mental health needs; completes client interviews, obtains social, emotional, criminal and substance abuse histories, identifies client needs, and assesses treatment options; conducts mental status evaluations using approved diagnostic manual.

Prepares written reports with diagnostic impressions for review by psychiatrist/physician.

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Mental Health Specialist 2 – Bilingual (continued)

EXAMPLES OF DUTIES: (con't)

Develops written comprehensive community treatment plans based on identified needs; works with clients to establish goals and objectives and determines treatment methods.

Provides individual and group counseling; guides clients in obtaining insight into their emotional problems and in changing behavior patterns; works with short- and long-term cases of a difficult nature.

Refers clients to outside agencies for additional social, economic, and medical services as needed; arranges and coordinates service provision; develops support service information and referral procedures.

Observes clients using prescribed medications for possible side effects and for effectiveness of medications, and refers clients to physicians/psychiatrists.

Acts as special consultant to other community agencies serving patients with significant mental health needs.

Serves as expert witness and consultant in civil and criminal proceedings; provides reports to courts regarding sentencing alternatives, treatment options and client progress.

Monitors client payment records and billing information, and sets payment schedules with clients.

Serves as liaison with hospitals on screening and discharge planning for patients.

Maintains detailed, up to date and accurate records of all client evaluations, therapy sessions, consultations, treatment plans, progress notes and other information; prepares comprehensive evaluation reports.

Interviews relatives of patients applying for services to obtain psychological histories, and interprets data regarding prior mental health problems, present behavior, and personal and social factors.

MINIMUM QUALIFICATIONS

Knowledge of:

Principles, practices and techniques of mental health assessment and treatment including the social, emotional and behavioral aspects of mental illness, addictive and/or psychosexual disorders.

Community mental health programs and services and their procedures and practices.

Psychological testing procedures and the interpretation of results.

Laws, rules and regulations governing the assessment and treatment of mental health clients.

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Mental Health Specialist 2 – Bilingual (continued)

Knowledge of: (con't)

Clinical manifestation and patterns of chemical dependency, and chemical dependency treatment methods and practices.

Group dynamics and the theories and practices of group therapy.

Ability to:

Assess and treat a variety of mental, addictive, and psychosexual disorders within the scope of mental health services provided by Lane County.

Counsel and negotiate with clients to provide an effective treatment plan.

Coordinate efforts with other specialists, agencies and organizations.

Provide treatment within the scope of a clearly defined law, regulation or program definition.

Utilize community resources in a mental health or substance abuse or other related rehabilitation program.

Present and discuss topics in front of a group of clients, staff or the public, and lead the group to an appropriate conclusion.

Interview clients and their families to determine psychological history and assess eligibility and appropriate treatments.

Establish and maintain effective working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Experience and Training

Training:

Master's degree from an accredited college or university with major course work in a mental health field, psychology, counseling, social work, or a related field.

Experience:

Two years of responsible professional mental health experience, including one year of experience specific to the program or area of assignment.

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Mental Health Specialist 2 – Bilingual (continued)

An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Special Requirements:

Some positions may require special certification.

Some positions may require QMHP designation.

Bilingual definition updated; approved by HR Director 09/14/06

Deminimus changes adding equivalency language, clarifying supervision exercised and QMHP designation were approved per 3/17/06 email from Acting County Administrator.

Title change from Mental Health Specialist - Bilingual to Mental Health Specialist 2 - Bilingual per 2/01/06 email from County Administrator.

Deminimus change made 12/01/04 deleting names of hospitals that no longer exist.

BILINGUAL “B”

Bilingual designation is an adjunct classification.

Language: *Spanish*

DEFINITION:

To assist in providing bilingual communication with Limited English Proficient (LEP) persons. Individuals in these classifications do more than self-identify; they have successfully passed a test demonstrating proficiency in both English and the other language administered by the County. The need for the use of the second language in the performance of job duties in this classification has been identified.

EXAMPLES OF DUTIES:

In addition to the regular knowledge, skills, and abilities required of the employee’s main classification, the bilingual duties of this adjunct classification may include, but are not limited to the following:

- Interpreting between English speakers and LEP persons.
- Orally translating documents
- Providing oral assistance
- Providing written assistance, including some written document translation

MINIMUM QUALIFICATIONS:

Knowledge of:

Both languages, demonstrating the ability to convey information in both languages quickly and accurately.

Ability to:

- Communicate clearly and concisely.
- Maintain confidentiality of communications.

EXPERIENCE AND TRAINING:

An equivalent combination of experience and training or demonstrated abilities qualifying the employee or applicant to perform the duties described herein. These skills and abilities may be acquired in various ways; i.e., education and/or bilingual or bicultural experiences.