



Job Title:	Child Crisis Stabilization Unit Coordinator/ Acute Care Team Clinician	FLSA:	Exempt
Department/Group:	Crisis Services	Reports To:	VP Clinical Services
Location:	Maysville	Travel Required:	Yes
Position Type:	Full-time		
HR Contact:	Mary Breeze	Date posted:	
Will Train Applicant(s):	Yes		
Job Description: This member of the Acute Care Team has responsibility to manage the day-to-day clinical and administrative operations of the Child Crisis Stabilization in addition to serving as an Acute Care Team Clinician providing treatment, education, support, consultation, and crisis intervention services within the framework of the Acute Care Team.			
Applications Accepted By:			
Drop off at Comprehend Office 611 Forest Avenue Maysville KY, 41056		Email: mbreeze@comprehendinc.org	
Job Description			
Role and Responsibilities			
CSU Coordinator:			
<ul style="list-style-type: none"> • Provide administrative/clinical oversight and day-to-day management of the CSU. • Assists residents in gaining needed access to medical, social, education, and other support services within and outside the agency. • Maintain CSU in a safe, healthy, and sanitary condition per relevant statutes and regulations. • Coordinate intake and admission procedures for entry into the CSU. • Prepare and maintain necessary reports, collect required paperwork, and documentation for residents, and organize data collection procedures. • Coordination of purchasing supplies, and groceries, and other needed items for day-to-day operation of the CSU. • Coordinate CSU staff training program. • Schedule and supervise CSU residential staff. • Coordinate and supervise submission of monthly billing registers. • Other duties as assigned by Director of Crisis Services 			
Acute Care Team Clinician			
<ul style="list-style-type: none"> • Provide individual, group, family and consultative services within framework of Acute Care Team. • Provide service coordination for an assigned group of Acute Care Team clients. • Participate in client-centered comprehensive assessment of Acute Care Team clients. • Consult with community agencies and families to maintain coordination of treatment process. • Provide on-call crisis intervention services related to Acute Care Team. • Document client progress to maintain a permanent record of client activity according to established methods and procedures. • Participate in daily crisis staffing/rounds. • Provision of psychoeducational programming. 			



- Assist/educate clients towards the development of independent activities of daily living.
- Supervision of other staff requiring supervision for licensure/certification.
- Other duties as assigned by Director of Crisis Services. .

Qualifications and Education Requirements

- Master’s degree in human services field.
- Public speaking and training skills preferred.
- Ability to communicate well in verbal/written formats.
- Qualified Mental Health Professional preferred.
- Experience as a supervisor preferred

Special Requirements

- Capability of responding to crises in the community in locales which may not be handicapped accessible.
- Willing and able to travel inside and outside of the region.
- Must possess a valid driver’s license and reliable transportation.
- Willing and able to work a non-traditional, flexible work schedule, occasionally including weekend and/or evening hours.

Reviewed By:	VP Clinical Services	Date:	04/13/2021
Approved By:	Human Resources	Date:	04/13/2021
Employee Signature:			
Last Updated By:	04/13/2021		