Graduate Clinical Internship Job Description

Primary Function

The primary function of the clinical intern would be to deliver evidence-based therapeutic practices to individual adult aged clients managing various mental health concerns.

Duties & Responsibilities
- Responsible for completing initial intake as well as a comprehensive assessment and determination of DC-05/DSM V diagnosis.
- Assists in developing strength based, goal-oriented treatment plans, which address the specific needs of the client and specific anticipated clinical outcomes.
- Participates in scheduled supervision, clinical team meetings and other staff and administrative team meetings.
- Create curriculum and facilitate therapeutic groups in line with requirements through your given clinical program.
- Assist with distribution of marketing to increase caseload referrals.
- Complete all notes via electronic health record in accordance with deadlines
- Complete all necessary training in accordance with policy and procedure
- Maintains ethical, competent, and healthy client relationships, communication skills, and boundaries.
- Perform additional job-related duties and responsibilities as assigned

Knowledge, Skills, and Abilities
- Knowledge of therapeutic interventions and basic understanding of personal theoretical approach.
- Ability to work independently or participate with the team.
- Able to prioritize work to effectively manage requirements
- Ability to make sound decisions in emergency situations
- General computer skills including Microsoft Word, Excel, PowerPoint.
- Experience using SimplePractice or other practice management software.
- Knowledge of HIPAA and other compliance policies.

Requirements
- Good standing and participation in a Master's Degree program in Psychology, Counseling, Marriage and Family Therapy, Social Work or closely related field.
- Reliable Internet Access

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- Commitment to a 12-month internship
- Motivated, Upbeat, and Willing to Learn
- Able to Pass Background Check