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# Example of Drug Counselor Job Description

Our growing company is hiring for a drug counselor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for drug counselor

* Generate research, respond to, distribute, and track billing communications through RLSolutions system
* Maintain linkages with related community service agencies for the purposes of referral to and from the program and clinical consultations
* Monitor and obtain treatment authorization and reauthorization as required by payors
* Participate in educational programs, orientation, quality assurance, and quality improvement activities
* Provide case management services to clients needing assistance with finances, housing and transportation
* Provide drug and alcohol services for clients and their families utilizing skills applicable to the role of counselor in cooperation with other professional staff
* Verify client funding coverage and inform staff regarding benefit coverage
* Responsible for providing psychotherapy services to patients in our MAT program, including providing individual CBT-based psychotherapy with patients in MAT based on the curriculum developed by our behavioral health team and consultant, and integrated care warm hand-off visits for patients seeing medical providers
* Completes patient psychosocial and an individualized treatment plan within the required time frame
* Provides counseling and crisis intervention based on evidence-based approaches

## Qualifications for drug counselor

* Minimum of two years in chemical dependency recovery counseling
* Ability to navigate throughout the hospital and manual dexterity sufficient to perform functions on a PC and keyboard
* Requires frequent sitting, standing and walking
* Bachelor’s degree, AOD certification, or equivalent alcohol counseling experience
* Minimum one year experience in the field of human behavior, including individual group psychotherapy diagnostic formulation and psychological testing
* Ability to navigate throughout the hospital and manual dexterity sufficient to perform computer entry on a PC and keyboard