



Example of Mental Health Associate Job Description

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Our growing company is looking to fill the role of mental health associate. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for mental health associate

- Assess changing needs of patients per guidelines for outpatient and/or partial hospitalization programs, and incorporates these into treatment plan and treatment plan review
- Complete clinical documentation on the same day of service delivery
- Conduct assessments of new patients using the identified format for documentation and clinical decisions regarding treatment, interventions and referrals, as instructed
- Create a treatment plan that includes an effective continuum of therapeutic, supportive and other services for the patients serviced by the program
- Discuss need for additional services with the clinical team to determine appropriateness of recommendations
- Document all assessments, treatment sessions, contacts, case management and other work done on behalf of patients according to guidelines
- Engage families in the assessment and treatment processes when indicated
- Integrate into the overall counseling functions at the program and implement, improve, and adapt concepts, models, and constructs of treatment for application in service delivery to patients
- Participate in providing staff in-service training to the treatment team, as directed
- Participate in the quality assurance and performance improvement activities of the program

Qualifications for mental health associate

- Lift minimum of 50 lbs and participate in code green activities per CPI training
- Bachelor's degree in Psychology, Sociology, Education or related field or a technical degree in areas of allied health
- OR - Minimum of 45 credit hours (3 semesters) completed in continuing undergraduate study in Psychology, Sociology, Nursing, Counseling or related field or completion of a related vocational/technical degree program plus one year recent related experience
- OR - High School Diploma plus two years' experience in the area of mental health with demonstrable competence in required knowledge and responsibilities. Certain skills and experiences may serve as meeting position requirements with managerial approval
- Must demonstrate competence in obtaining, and/or recording general body appearance and mental status, general admission information and explaining the Patient Rights and responsibilities to all new patients
- Must maintain certifications in CPR/AED, First Aid and Handle with Care