

Job Description
GA-U Mental Health Care Coordinator

Job Summary

The GA-U mental health care coordinator functions as a core member of a collaborative care team that involves the patient's primary care provider, a consulting psychiatrist and other mental health providers that may be available in the primary care clinic. The care coordinator is responsible for supporting mental health care provided by primary care providers in consultation with a team psychiatrist and other mental health providers as appropriate. He / she is also responsible for coordinating referrals to clinically indicated services outside the primary care clinic (e.g., social services, mental health specialty care, substance abuse treatment).

Duties and Responsibilities

1. Support and closely coordinate mental health care with the patient's primary care provider and other treating mental health providers.
2. Screen and assess patients for common mental and substance abuse disorders.
3. Provide patient education about common mental and substance abuse disorders and available treatment options.
4. Monitor clients (in person or by telephone) for changes in clinical symptoms and treatment side effects or complications.
5. Support psychotropic medication management prescribed by PCPs, focusing on treatment adherence, attention to side effects, and effectiveness of treatment.
6. Provide brief counseling or psychotherapy using evidence-based techniques such as behavioral activation, motivational interviewing, or other relevant skills.
7. Provide or facilitate in-clinic or outside referrals to evidence-based psychosocial treatments (e.g, CBT, IPT, PST) as clinically indicated.
8. Conduct regularly scheduled (usually weekly) caseload consultation with the consulting team psychiatrist and communicate resulting treatment recommendations to the patient's PCP. These consultations will primarily focus on patients who are new to treatment or who are not improving as expected.
9. Facilitate patient engagement and follow-up in mental health care.
10. Track patient follow-up and clinical outcomes using the web-based MHITS care management tracking system. Document in person and telephone encounters in MHITS and use the system to identify and reengage patients who may be lost to follow-up.
11. Document patient progress and treatment recommendations in MHITS so that they can be easily shared with PCPs, the consulting psychiatrist, and other treating providers.
12. Facilitate treatment plan changes for patients who are not improving as expected in consultation with the PCP and the team psychiatrist. These may include changes in medications or psychosocial treatments or appropriate referrals for additional services.
13. Facilitate referrals for clinically indicated services outside the primary care clinic (e.g., social services such as housing assistance, vocational rehabilitation, mental health specialty care, substance abuse treatment). Facilitate GA-U/GA-X / SSI eligibility process with CSO.
14. Complete relapse prevention plans with clients who are in remission.
15. Complete core curriculum and participate in regular training and technical assistance activities for GA-U Mental Health Coordinators.

Requirements

- Licensed health care professional with mental health experience (MSW; LCSW; RN; CNS; ARNP; Registered Mental Health Professional (MHP); Counselor (MA; MFT); clinical psychologist (PhD).
- Demonstrated ability to collaborate effectively in a team setting.
- Ability to maintain effective and professional relationships with clients and other members of the care team.
- Strong communication skills.
- Comfort with the pace of primary care.
- Ability to effectively engage clients in a therapeutic relationship.
- Ability to work with clients by telephone or in person.
- Experience with screening and assessment for common mental / substance use disorders.
- Working knowledge of differential diagnosis of common mental / substance use disorders.
- Working knowledge of evidence-based psychosocial treatments for common mental disorders.
- Familiarity with brief, structured counseling techniques (e.g., Motivational Interviewing, Behavioral Activation).
- Basic knowledge of psychopharmacology for common mental disorders.

Desired

- Experience working with underserved, transient populations.
- Experience working with patients who have co-occurring mental health, substance abuse, and physical health problems.
- Experience with evidence-based counseling techniques (e.g. CBT or PST).
- Working knowledge of psychopharmacology.
- Experience working with safety net providers within the community and knowledge of community resources.
- Experience working with DSHS eligibility programs, including GA-U, GA-X, and SSI.
- Working knowledge of GA-U, GA-X, and SSI program requirements.
- Ability to work with CSO (Community Service Office) and CHP staff and GA-U client to maintain/obtain GA-U/GA-X/SSI benefits.
- Working knowledge of the RSN mental health system structure and regulations.