



JOB NOTICE

Date Posted: April 4, 2017

Closing Date: April 17, 2017

APPLICATION PROCEDURES: Send letters of intent and resume, to Box ACT-PS, Compass Family and Community Services, 535 Marmion Avenue, Youngstown, Ohio 44502.

Program: Assertive Community Team (ACT)

Title: ACT Peer Support Specialist

Salary \$: Full Time with competitive salary and comprehensive benefit package.

Adoption of the ACT Philosophy of Care:

ACT (Assertive Community Treatment) is the leading evidenced based practice for providing services to persons with severe and persistent mental illness and/or co-occurring substance use disorders. The heart of ACT is a collaborative TEAM approach of providing care to clients where it is needed, in the community. ACT is a shift from traditional community based treatments and case management models. In ACT, the team, as a whole, is responsible for providing whatever is needed to assist clients in their recovery from mental illness. Members of the ACT team will need to adopt the ACT philosophy of care to ensure the success of the program and improved quality of life for our clients.

INTERACTIONS with clients reflect competency in providing peer recovery support and advance the goals set forth in the ITP.

- a) ACT is field-based position and requires at least 80% of services to be provided to consumers in their homes, shelters, places of employment, vocational and education settings and other community settings.
- b) CPST services not limited to helping with applications, assistance with ADLs, accompanying to appointments and community events, collaborating with family and significant others, and other services as necessary for the welfare of the ACT client.
- c) Spontaneous interactions and activities based on the needs of the ACT clients.
- d) May participate with on call staff during after-hours emergencies as needed and appropriate.

JUDGMENTS made about clients or activities on clients' behalf are client/family-centered and appropriate both to the individuals' functioning and the agency's risk tolerance standards.

- a) Decisions pertaining to clients' need for additional services, resources or more restrictive settings
- b) Appropriate choice of interventions and techniques
- c) Pursues collateral contacts to gather additional psychosocial information when indicated
- d) Utilizes supervision and/or consultation to mitigate risk and seek input re: challenging circumstances

DOCUMENTATION is completed in a timely manner per agency policy. Documentation provides sufficient narrative regarding psychosocial information to aid in delivery of services and to communicate the progress of the client.

- a) Completes documentation of progress notes and intakes
- b) Conforms to Program, OHMAHAS, CARF, CWRU, and third-party payer standards and obligations.
- c) Productivity is achieved by submission of progress notes/billing logs. Productivity is defined as documented activity divided by hours paid. Must meet productivity expectations as one indicator of ability to adequately perform job duties.
- d) Standard productivity expectation for the position is 50%

INTERACTIONS WITH ESSENTIAL OTHERS is constructive and serves to advance the progress in treatment, the quality of care and the agency's standing in the community:

- a) Attendance and participation in daily ACT team meeting. Will work collaboratively with the interdisciplinary ACT team to provide comprehensive care and service to ACT clients.
- b) Communicates effectively with other service providers throughout the agency, client family and significant other and with concerned members of the community.

COMMITMENT TO HIGH QUALITY CARE

- a) Participates actively and productively in agency meetings and supervision sessions
- b) Introduces and/or implements new ideas for improving the quality of care
- c) Attentive/responsive to feedback from clients, significant others, community partners/members
- d) Shares skills, knowledge, expertise with other agency staff (consultations, workshops, team meeting)
- e) Advances own level of skill and competency through participation in continuing education opportunities

Qualifications:

Education/experience: Completion of Ohio Peer Recovery Supporter Certification

Miscellaneous requirements: Criminal background check; Pre-employment drug screen; Clear driving record; TB Test; First Aid/CPR.

Personal: Strong social, communication and written skills. Must have the ability to develop rapport and be perceived by clients and staff as approachable. Ability to multi-task; while maintaining accuracy and organization. Have a working knowledge of basic to intermediate electronic health records systems is preferred.

Physical Demands of job: Normal Activity, potential exposure to blood borne pathogens.

Non-Exempt: Eligible for over time.

