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| **Position Title:** | **Licensed Marriage Family Therapist (LMFT)** | **Department:** | Behavioral Health |
| **FLSA Status:** | Exempt | **Reports To:** | Psychologist and Chief Operating Officer |
| **Salary Range:** |  | **Effective Date:** | July 27, 2020 |
| **Approved By:** | Chief Executive Officer | **Revised:** | March 5, 2021 |

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**Position Summary**

Responsible for evaluating, diagnosing, and treating patients for mental, emotional, behavioral, educational, and developmental disorders. Under the supervision of the Clinical Directors Psychologist, the LMFT adheres to the mission and values of Mathiesen Memorial Health Clinic and follows all policy and procedures to ensure excellent patient care.

**Essential Duties**

* Making assessments and interpretations based on biopsychosocial evaluations, semi-structured interviews, therapy sessions, and psychometric tests.
* Formulating and creating personalized interventions, treatments, and management plans for patients.
* Provide psychotherapy for individuals (children, adolescents, adults), couples, families, and groups.
* Diagnose and treat various mental, emotional, and behavioral disorders.
* Conduct case management and other administrative tasks as needed.
* Provide referral services to outside agencies, clinics, and treatment facilities.
* Administer psychological test and determine results
* Collaborate with other health care professionals to promote an integrated and team approach to patient care.
* Employ various treatment methods to meet the needs of a diverse patient population.
* Measure effectiveness of interventions and implement changes where beneficial.
* Maintain confidentiality of patient’s treatment and records in accordance with the Board of Behavioral Science law and ethical code, California state law and ethics, and HIPAA.
* Participate in clinical training seminars to maintain adherence with policies and procedures.
* Maintain appropriate documentation of clinical and therapeutic services, including all necessary billing information, within the electronic health record and complete in a timely manner.
* Maintain and update professional knowledge and proficiency through continuing education, staff meetings, workshops, and serving on committees.
* Work towards positioning the clinic as a pioneer in psychological interventions and integrated care.

**Knowledge, Skills and Abilities**

* Knowledge of psychological theory and practice
* Excellent written and verbal communication skills
* Interest in how people think and process information
* Ability to empathize with a wide range of people
* Listening skills
* Capacity for handling stressful and possible volatile situations
* Ability to form connections with a diverse population
* In-depth knowledge and experience in individual, couples, family, and group psychology
* Ability to work as an effective team member; function independently; exercise sound judgment and initiative.
* Ability to effectively communicate treatment information, test results, diagnoses, and other relevant patient information in a manner easily accessible and understood by patients
* Ability to maintain emotional stability and practice self-care to cope with human suffering, emergencies, and other work-related stressors
* Skill in preparing and maintaining patient records in accordance with regulations, policies, and established practices

**Education and Skills**

* Master’s Degree in Counseling Psychology or equivalent
* Current CA LMFT state license
* 2+ years’ experience in counseling psychology, primary care, or other agency preferred
* Current CPR

**Physical Requirements**

* While performing the duties of this job, the employee is frequently required to stand, walk, sit, or balance. The employee must be able to move and/or lift to 20 lbs.
* This position can be emotionally challenging.
* Ability to deal with time constraints and a fast-paced work environment.

**Working conditions**

* No or very limited physical effort required.
* Work environment involves minimal exposure to physical risks, such as operating dangerous equipment or working with chemicals.
* Work is normally performed in a typical interior/office work environment.
* Reasonable accommodations will be given to qualified disabled applicants pursuant to Section 501 of the Rehabilitation Ad of 1973,29 U.S. Code 791, Title 29, and the Americans with Disabilities Act (ADA).

**Acknowledgement**

I certify that I fully understand and am fully capable of meeting the responsibilities documented herein and will comply with all company policies, procedures, and standards.

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Accepted by (signature):

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| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Supervisor or HR Director  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ |  |

*Mathiesen Memorial Health Clinic retains the right to change or modify job duties at any time. The above job description is not all encompassing. Needs and requirements may vary according to business, staff, and patient needs.*