



WORKING TITLE: LICENSED PSYCHIATRIC MEDICAL PRACTITIONER	CLASSIFICATION: LICENSED PSYCHIATRIC MEDICAL PRACTITIONER
DEPARTMENT: HEALTH AND HUMAN SERVICES	DIVISION: ADULT BEHAVIORAL HEALTH
PAY RANGE: CONTRACT	FLSA CATEGORY: NON-EXEMPT
PHYSICAL REQUIREMENTS: ATTACHED	WORKERS COMP CODE: 8832
PPE: PER WORK LOCATION	REVISION DATE: OCTOBER 2018

JOB DESCRIPTION

GENERAL STATEMENT OF DUTIES:

County operates Adult Mental Health and Chemical Dependency Programs through its Adult Behavioral Health Division of its Department of Health and Human Services. In order to provide adequate services for its Adult Behavioral Health Program clients, it is necessary for County to contract with a licensed psychiatric medical practitioner (LMP). The physician is a qualified psychiatrist licensed by the Oregon State Board of Medical Examiners as a physician.

The licensed psychiatric medical practitioner will ensure adequate supervision of psychiatric services in order to maintain high standards of care in all system components. As a member of the medical team, the licensed psychiatric medical practitioner provides psychiatric and medical assessment and treatment to individuals referred for medication services, both routine and urgent/emergent medication evaluation and treatment.

The responsibilities for this position shall include the psychiatric evaluation, treatment planning, supervision of subsequent treatment interventions, and timely review and approval of services for individuals served through all applicable insurances. Responsibilities may also include Medication Assisted Treatment for individuals with qualifying substance use disorders (as certified to do so) and as medically appropriate.

SUPERVISION RECEIVED:

Reports to Medical Director and/or Program Manager.

SUPERVISION EXERCISED:

The licensed psychiatric medical practitioner provide medical oversight of subsequent treatment interventions, and timely review and approval of Integrated Behavioral Health Assessments & Treatment Plans in compliance with Medicaid/Medicare Rules and Oregon Health Authority Health Services Division, Addictions and Mental Health Program Oregon Administrative Rules.

DUTIES AND RESPONSIBILITIES INCLUDE ESSENTIAL FUNCTIONS OF POSITIONS ASSIGNED TO THIS CLASSIFICATION. DEPENDING ON ASSIGNMENT, THE EMPLOYEE MAY PERFORM A COMBINATION OF SOME OR ALL OF THE FOLLOWING DUTIES:

- Provides professional psychiatric services to clients of County on a referral basis, the manner and means of which are at the sole discretion and according to the professional

judgment of LMP and subject to the direction of the treating LMP, if any, and the laws, rules and regulations relating to the provision of services by County.

- Treats social/psychological and behavioral disorders.
- Provides direct treatment management and has medical involvement with the administration of, or care of, persons requiring prescribed psychotropic medication.
- Provides after-hours consultation/contact for urgent client situations in the caseload.
- Documents County referred patients' reactions to treatment, changes in patients' conditions, summary of care given and patients' progress and current mental health status.
- Reports in a timely manner on electronic templates provided by County in an electronic medical record (EMR).
- Provides mental health education and consultation to County staff in regard to the identification of mental health needs and therapeutic mental health practices.
- Attends County staff meetings and case conferences, for the purpose of providing professional input into executing a plan of treatment and other pertinent issues.
- Participates in medical team/program staff meetings and business meetings as scheduled.
- Participates in regular supervision with Medical Director and or program manager as scheduled.
- Provides education and information to promote public interest and advocacy for services for people who are chemically dependent, and who have psychiatric emotional and developmental disabilities, as necessary.
- Maintains current records of treatment as required, including intake, individual support and service plans, updates of plans, summaries and reports of progress according to agency standards for timelines.
- Prepares necessary reports; performs other administrative tasks required by the Medical Director/Program Manager.
- Acts as licensed psychiatric medical practitioner for all clients referred.
- Conducts psychiatric assessments including psychiatric history, course of illness, and response to treatment, mental status examination, and 5 Axis DSM IV diagnoses in accordance with state OAR's and CMHP contracts and in accordance with format used at the agency.
- Identifies treatment plans associated with initial assessments in accordance with state OAR's and CMHP contracts.
- Documents progress after each session in accordance with state OARs and CMHP contracts and in accordance to format used at the agency.
- Collaborates with the registered nurses, certified medical assistants and clinicians in assessment of client physical health, making appropriate referrals to community physicians for further assessment and treatment, and coordinating physical health care with psychiatric treatment.
- Prescribes psychotropic medications and conduct regular assessments of therapeutic responses and side effects and educate clients regarding psychotropic medications and side effects. Routinely reviews PARQ with clients and document this process in progress note.
- Provides support, education, and counseling to family members of clients with other team members and as clinically appropriate to help them become knowledgeable about mental illness, collaborate in the treatment process, and assist in their family member's progress, as necessary.

- Provides on-site crisis assessment and management of patients during regular work hours, both on-site and over the phone.
- Collaborates with crises specialist regarding initiation and facilitation of admission to the hospital. Communicates and consult with the attending licensed medical practitioner, and collaborates with the inpatient staff in the planning and implementation of treatment and discharge to the community along with other team members.
- Submits written reports and oral testimony and presentation of opinion in a wide range of treatment, rehabilitative, and support services matters (e.g., Social Security applications, prior authorizations of medication, etc.) as necessary.
- Participates in treatment-planning meetings as approved by the manager, as necessary.
- Participates in weekly psychiatric consultation with the medical director to review services provided.
- Maintains availability for consultation regarding urgent care needs of clients on caseload when away from the agency.
- Provides services as a team member.
- Provides program evaluation feedback to manager as requested.
- May provide Medication Assisted Treatment for individuals with qualifying substance use disorders (as certified to do so) and as medically appropriate.
- Performs other medical duties as requested by manager within the scope of the position.

JOB SPECIFICATION

KNOWLEDGE OF:

- Rules, laws, and policies governing department operation. Adult Mental Health and Chemical Dependency Programs through the Adult Behavioral Health Division of its Department of Health and Human Services.
- Psychiatric assessments including psychiatric history, course of illness, and response to treatment, mental status examination, and 5 Axis DSM V diagnoses in accordance with state OARs and CMHP contracts.
- Psychiatric and medical assessment and treatment to individuals referred for medication services, both routine and urgent/emergent medication evaluation and treatment.
- Review and approval of Medicaid and noninsured Behavioral Health Assessments & Treatment Plans in compliance with Medicaid Rules and The Oregon Health Authority Addictions and Mental Health Program Integrated Services and Support Rule.
- Education and information to promote public interest, advocacy for services, support, and counseling for people who are chemically dependent and/or who have psychiatric emotional and developmental disabilities.
- Creation and maintenance of current records of treatment as required, including intake, individual support and service plans, updates of plans, summaries and reports of progress according to agency standards for timelines.
- Prescription of psychotropic medications.
- Acute and long-term psychiatric inpatient treatment.

ABILITY TO:

- Maintain effective working relations with public, other employees, advisory groups, and elected officials.

- Work within electronic medical record, general keyboarding, and other computer skills.
- Conduct planning, evaluation, and monitoring of programs and services.
- Communicating orally and in writing.
- Attend work as scheduled and/or required.

MINIMUM EXPERIENCE AND TRAINING:

Must qualify as Licensed Psychiatric Medical Practitioner. Must have an NPI number or be able to obtain one upon employment. Must not be excluded from participation in federal health care or federally-funded programs that provide health benefits and must not be excluded from participation in federal procurement (Federal Acquisition Regulation) and non-procurement activities (Executive Order No. 12549).

The licensed psychiatric medical practitioner is licensed to practice medicine in the state in which the program is operating and has strong clinical skills and experience providing treatment to adults needing psychiatric care including expertise in serving individuals with a serious and persistent mental illness, personality disorders, depression, anxiety, co-occurring substance use disorders etc.

OTHER REQUIREMENTS:

Ability to secure and maintain a driver's license valid in the state of Oregon, or an acceptable alternative means of transportation. May be required to drive a County vehicle. Employees authorized to operate a private vehicle on County business are required to carry a valid driver's license and liability insurance minimums as outlined in ORS 806.070.

May be subject to successful completion of a background check.

WORK ENVIRONMENT/PHYSICAL DEMANDS SUMMARY:

This position works in the community and an office environment, and uses a computer, telephone and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. Work also involves travel within the county and to other locations for skill training and supported employment services, staff training, and meetings. Frequent interruptions may be encountered throughout the workday.

The position requires ability to sit or stand up to 70% of the time, talk, or hear 100% of the time, frequently required to use repetitive hand motion, handle or feel, and to stand, walk, reach and bend up to 15% of the time. Required to lift up to 20 pounds regularly and 30 pounds occasionally.

Contact with the public may risk exposure to irrational/hostile behavior, contagious diseases, or contact with domestic animals.

The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description in no way states or implies that these are the only duties to be performed by an employee occupying this position. Employees may be required to perform other related duties as assigned, to ensure workload coverage. Employees are required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor. This job

description does NOT constitute an employment agreement between the employer and employee, and is subject to change by the employer as the organizational needs and requirements of the job change.

The job specification requirements stated are representative of minimum levels of knowledge, skills, and abilities to perform this job successfully. Any satisfactory equivalent combination of experience and training which ensures the ability to perform the work may substitute for the above so that the employee will possess the abilities or aptitudes to perform each duty proficiently.