

BestCare Treatment Services Position Description

Title:	Clinical Director of Psychiatric Services
Job Family:	Medical Services (MS)
Program:	Psychiatric Services for all BestCare Programs and Locations
Supervisor:	Chief Medical Officer
Employment Status:	Part-Time
FLSA Classification:	Non-Exempt (Hourly)
Effective Date:	January 2023

Job Summary

The Clinical Psychiatric Director is responsible for leading a team of psychiatric medical providers (PMPs) in various roles throughout BestCare Treatment Services. This person will provide guidance, leadership, and oversight to PMPs that work in outpatient and inpatient settings. This role will work closely with the Administrative Director of Psychiatric Services to support the team to provide safe, evidence-based, and high-quality care in a supportive and collaborative work environment.

Essential Functions

1. Provides oversight to a team of Psychiatric Medical Providers in the form of 1:1 interaction and both directed and random chart reviews. Ensures that evidence-based medication evaluation and management is occurring and provide education/remediation where necessary
2. Leads regular team meetings and offer opportunities for staffing of challenging cases as a group and individually
3. Participates in case reviews when critical incidents occur involving provision of psychiatric care
4. Be available for questions from PMPs on a regular basis
5. Provides educational opportunities as appropriate or when requested
6. Collaborates with the Administrative Director of Psychiatric Services to review and approve CME requests from psychiatric medical providers.
7. Participates in recruitment efforts for additional psychiatric medical providers on an as-needed basis

Qualifications

Education, Licensure and Certifications

- Medical Degree, preferably in Psychiatry; or a non-psychiatrist with special training and experience in the field of psychiatry
- Valid license to practice medicine in Oregon
- Valid Oregon Driver's license and ability to be covered by company insurance

Experience

- Experience in addiction, behavioral health and dual-diagnosis care and treatment

Knowledge, Skills & Abilities

- Patience, empathy, understanding of and awareness of working with individuals with mental illness, substance use disorders, and intellectual and developmental disabilities
- Excellent interpersonal and verbal and written communication skills and interpersonal skills
- Works well with individuals from culturally diverse backgrounds

- Ability to provide effective clinical leadership of psychiatric providers and medical staff
- Ability to develop and maintain positive and functional relationships with co-workers
- Ability and willingness to work collaboratively as a team member
- Competency using MS Office 365 (Excel, Word, Outlook, PowerPoint), virtual meetings, EMR platforms, internet usage, and databases

Tools and Equipment Used:

Laptop/computer, and standard office equipment including fax/scanner/copy machine, and telephone.

Physical Demands:

The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to handle, feel, or operate objects or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust and focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work environment is an office setting as well as possible travel to other organizations, schools, hospitals, community gathering places, etc. While this work may be performed remotely, travel within Central Oregon may be requested, must have reliable transportation.

The position requires the employee to dress in a professional manner that meets the standards for professional attire in the field of outpatient Psychiatry.

The position requires the employee to conduct himself or herself in a professional and ethical manner.

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE EMPLOYER AND THE EMPLOYEE AND IS SUBJECT TO CHANGE BY THE EMPLOYER AS THE NEEDS OF THE EMPLOYER AND REQUIREMENTS OF THE JOB CHANGE.

Employee Signature

Date