



Blackfeet Tribal Behavioral Health

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Program: Blackfeet Tribal Behavioral Health

Title of Position: Behavioral Health Clinical Supervisor

Summary of Position: This position is a highly sensitive position who will incorporate a trauma informed approach in working with Native Americans. Encounters with population may be chaotic and unscripted. At the full professional level and under the general direction of a licensed clinical supervisor, supervises and coordinates multidisciplinary and ancillary support staff in the provision of mental health and addiction services to clients. Daily supervision, oversight of clinical licensed staff and designing a culturally appropriate B.T.B.H. will be focus of job. Will also be required to carry own case load. Incumbent must have specialized understanding of trauma informed care principles which include recognizing the impact of violence and victimization have on Native people while striving to maximize services to help heal our people individually and collectively. The B.T.B.H. must emphasize strengths and resiliency of the person, their family, and community while minimizing all possibilities of re-victimizing. Incumbent must create partnerships with All Blackfeet Programs.

Description of duties and responsibilities: This position shall be under the direct supervision of the Blackfeet Tribal Behavioral Health Administrator. The Clinical Supervisor will assist with program design of the BTBH, including supervisory duties of all Behavioral Health licensed professionals. The BTBHs two specialty components of care providing mental health and chemical dependency continuum of care treatment and prevention of addiction and mental illness to eligible Native Americans. The Behavioral Health Clinical Supervisor shall be responsible for assisting the B.H Administrator in planning, developing, designing, directing, documenting and reporting when it applies to the clinical aspect. This position is also a provider of Behavioral Health Care who should be dual licensed in the State of Montana Board of Behavioral Health as a Licensed Addiction Counselor (LAC) and a Licensed Clinical Social Worker (LCSW) or eligible to sit for both dual licensure exams.

Essential Duties and Responsibilities and Expectations:

- This professional position will ensure Blackfeet Tribal Behavioral Health Policies and Procedures are implemented and adhered to by BH/CD staff.
- Will serve as a licensed clinical provider in both programs.
- Trains, and instructs workers and makes work assignments
- Effectively communicates program, administrative, and clinical direction to subordinate staff
- Discusses problem cases with workers and makes suggestions and recommendations

- Reviews case records for completeness, consistency, and quality of mental health/ CD services provided including application of proper techniques, ensures compliance with tribal, state and federal mandates.
- Consults with individual workers to promote staff development and to suggest solutions to problem cases
- Studies and makes suggestions and recommendation on special, complicated or problem cases
- Confers with BTBH administrator concerning human resources and work problems
- Assists in planning, developing, and implementing mandatory and discretionary MH/ CD programs in accordance with applicable laws, ordinances, and regulations by determining type of level of services to provided; measures of quality assurance to be employed; and formulated and carrying out policies and procedures.
- Keeps informed on new developments in the field of MH/ CD.
- Recommends program design modifications as needed to ensure program supports innovations in MH/ CD.
- Work in collaboration with billing and quality management departments under the direction of BTBH Administrator to implement BH/CD quality assurance processes as required for providing behavioral/ Chemical Dependency services and in compliance with applicable licensure, legal and funding requirements.
- Ability to maintain and provide supervision regarding client records in accordance with HIPAA Federal, Tribal and local requirements.
- Maintain and provide supervision regarding ethical policies, guidelines as outlined in accepted state ethics laws, rules, policies and principles and as outlined in discipline specific code of ethics.
- Provide a positive role model to clients and staff through leadership, self-discipline, and genuine care for treatment and recovery of clients. All clients and staff members must be treated with dignity and respect.
- Participation in all required BTBH training.
- Reports/ attends work in a timely manner. Must be reliable and communicate directly with supervisor in all matters of attendance.
- Responsible for onboarding and training employees
- Responsible for ensuring appropriate staff training and education programs are provided. Schedule and conduct regular clinical staff meetings.
- Other duties as assigned.
- Additionally, incumbent must provide Blackfeet Tribal Behavioral Health Administrator with monthly and yearly progress reports for the Behavioral Health Department(s). These prepared reports must be submitted to the Behavioral Health Administrator on a monthly basis preferred.
- Will work with Blackfeet Tribal Health Centralized Billing to ensure proper billing.
- All personnel policies will be followed under Blackfeet Tribal Policies and Procedures and Blackfeet Tribal Behavioral Health policies and procedures.
- The position must maintain a high standard of confidentiality in accordance with HIPAA and CFR 42 Part 2 within both programs.

Qualifications:

- Master's Degree is required with emphasis on trauma and alcohol/drug addiction plus a minimum of three years of direct experience with program management and supervisory experience.
- LCSW/LCPC/ ACLC/LAC credential is required or eligible to sit for both licensure exams.
- Must maintain a clear background check.
- At least three years' demonstrated experience working in multi-Tribal settings.
- Must possess/ maintain a valid driver's license and safe driving record
- Must pass Background check including finger prints through CBI/FBOI.

Supervisory Relationships: All Clinical Staff; and or staff that is of a lesser licensed professional, Licensed Addiction Counselor(s), Licensed Clinical Social Worker(s), Licensed Clinical Professional Counselor(s), Peer Support Specialist(s).

Supervisory Duties:

Supervises and provides overall direction, coordination, and evaluation of clinical behavioral health and chemical dependency staff under the umbrella of Blackfeet Tribal Behavioral Health.

Physical Demands & Working Conditions:

- Frequently sit, with continuous full use of hands, repetitive movement, keyboarding, and clear vision, as well as speak and hear normal conversation.
- Requires high attention to detail with frequent deadlines, and internal and external social interaction.
- This position requires potentially long periods of continued walking, standing, stooping, bending, kneeling, squatting, reaching overhead, pulling, and pushing.
- Frequent lifting up to 10 pounds and occasional lifting over 50 pounds is required.
- The incumbent may be exposed to infected patients and contaminated materials and may be required to wear personal protective equipment (PPE).
- Occasionally, the work will require traveling to locations within or outside of the community with overnight travel.