

MENTAL HEALTH PROGRAM CONSULTANT

KIND OF WORK

Comprehensive professional work in directing institutional or community-based programs serving mentally ill and/or mentally retarded persons.

NATURE AND PURPOSE

An employee in this class serves as principal staff specialist for complex administrative and treatment components of mental health care programs. Such work includes definition of service roles for counties, vendors, providers, families, and so on; advice and consultation as the expert resource on treatment methods; policy development for standards to be met in establishing, monitoring and licensing mental health care programs; and management support to public and private agencies or facilities. In some instances, the employee may be primarily responsible for integrating administration of programs across several disability groups. Work assignments are completed with extensive latitude to introduce, develop and regulate mental health care operations. Work review is based on broad, operation-wide assignments.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Serves as the treatment expert to public and private direct care agencies.

Establishes criteria for developing and funding mental health care centers.

Drafts statutory language and rules governing the kind and level of care to be provided by mentally ill and mentally retarded persons.

Assesses level of treatment competency of vendor/provider staff and instructs facility managers and employees.

Intervenes in the development and implementation of program plans for exceptional or difficult residents/patients/clients.

Advises licensing officers on the quality of care provided by individual agencies/facilities.

Establishes and monitors compliance with inter-agency agreements.

Structures technical assistance service systems to support treatment planning, implementation and evaluation.

Establishes a statewide approach of mental health care vendors and their staff.

Writes, administers, and modifies grants to support research and ongoing treatment activities.

Evaluates agency performance and effectively recommends changes in staff, overall service delivery and individual program planning.

Directs the work of other employees, as necessary.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Extensive knowledge of statute, rule, policy, and court order governing mental health care programs.

Extensive knowledge of community-based or institutional mental health care delivery systems.

Extensive knowledge of principles and practices of individual treatment planning.

Extensive knowledge of principles and practices of the planning, development and evaluation phases for mental health care programs on a local, regional and statewide basis.

Thorough knowledge of the principles and practices of organizational, program and/or legal analysis.

Thorough knowledge of the kinds and manifestations of mental illness or mental retardation.

Thorough knowledge of principles and techniques of grants application, administration, and evaluation.

Thorough knowledge of principles of staff development.

Thorough knowledge of the legislative process.

Ability to:

Develop standards for mental health care treatment.

Integrate the needs of residents/patients/clients within statutory and monetary limitations.

Formulate alternative strategies for use by legislators, program staff, and direct care organizations on a statewide basis.

Deal with community leaders, special interest/advocacy groups, and all levels of program staff.

Communicate effectively as an author, speaker or witness.

Est.: 3/83

Rev.:

Ckd.: 11/92

T.C.:

Former Title(s):