



## **Clinical Treatment Provider**

### **Greenville, SC**

**About us:** A Child's Haven (ACH) is a 501(c)(3) nonprofit organization who operates a Therapeutic Child Care Center (TCC.) TCC is a child-focused, family-centered intervention which targets the relationship between the child and the parent (or primary care giver.) Grounded in attachment theory, services are relationship-based, developmentally appropriate, and trauma informed. Young children receive individual & group therapy, caregivers receive parent education and family therapy, to include home visitation. We're dedicated to transforming the lives of young children who have experienced developmental delays or behavioral challenges. Many are victims of poverty, child abuse or domestic violence.

### **POSITION SUMMARY:**

The Clinical Treatment Provider (CTP) is responsible for administering behavioral health interventions to young children with severe developmental, social, emotional and/or behavioral challenges. The CTP works with other CTPs in the Treatment Room to ensure that all children receive high quality treatment to meet their individual goals, to include planning the daily interventions. The CTP will have a caseload of children that will require daily clinical notes are compliant with Medicaid standards and meet the required daily completion of notes. The CTP serves as a driver and/or monitor for the transportation of children to and from the agency.

### **ESSENTIAL JOB FUNCTIONS:**

- Utilizing the Incredible Beginnings Curricula, the CTP will provide instruction using this evidence-based curriculum with a focus toward implementation of interventions that will teach children how to address the goals on their Individual Plan of Care (IPOC)
- Ensures accurate and timely completion and accuracy of all child assessments in Treatment Room as required by ACH, including but not limited to Child Behavior Check List (CBCL) and Devereux Early Childhood Asses Collaborates with Child & Family Therapists, and families of children enrolled in Treatment Room (DECA)
- Active member of weekly treatment team meeting, providing input to child's progress or lack of on goals
- Engages with caregivers via phone weekly and thru daily notes to family
- Daily clinical documentation/notes are completed to meet Medicaid standards
- Effectively utilizes procedures for First Aid, child emergency procedures, and Crisis Prevention Intervention (CPI)
- Serves as Driver and/or Monitor on bus schedule for transporting children to and from agency. Adherence to bus schedule and demonstrates understanding of Transportation policies and procedures as required by ACH (Family Engagement and Eliminate Barriers to treatment)
- Assists with Treatment Room functions and treatment activities with team members. Assists in Treatment Room routine duties: transitions, mealtime, treatment activities, child hygiene, etc.

- Exercises flexibility in Treatment Room assignments
- Demonstrates knowledge and maintains compliance with all child-care licensing standards and regulations, to include maintaining required Child Care Career Center Development (CCCCD) professional Development hours
- Performs special projects and other duties as assigned

**LANGUAGE REQUIREMENT:**

- Bilingual English and Spanish is desired, but not required

**MINIMUM JOB QUALIFICATIONS:**

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Must meet and maintain required driving credentials for DHHS Non-Emergency Medical Transportation
- Must be able to travel for meetings and training that could be overnight
- Demonstrated writing skills that will meet clinical submittal standards
- Excellent computer skills including Microsoft Office proficiency

**PREFERENCE** will be given to individuals that:

- Demonstrate knowledge and understanding of practice and procedures of ECERS/ITERS and DECA strategies to build protective factors and positive behavioral guidance
- Demonstrate knowledge and understanding of developmentally appropriate practice and plans for treatment goal achievement
- Candidates with Infant Early Childhood Mental Health endorsement is preferred  
<https://www.scimha.org/Endorsement>

**EDUCATION AND EXPERIENCE:**

- Must have Bachelor's degree in Early Childhood Development, Behavioral Health, or related field that includes coursework in preparation to work with children and families of diverse backgrounds and developmental and mental health concerns with a minimum of 9 semester hours related to early child development coupled with at least one year working experience working with young children under the age of 5 years and one year of experience in direct services to children at risk
- Must meet requirements for a Rehabilitative Behavioral Services Mental Health specialist as set forth by DHHS and requirements for a childcare worker as set forth by DSS

**SPECIAL POSITION REQUIREMENTS:**

- Understands the requirement of confidentiality with regard to ACH families and staff and at all times maintains a respectful and professional demeanor in their public dealings
- Adheres to federal HIPAA requirements
- Must be able to drive a small bus if insurance requirement of minimum driver of age 25 is met (no special license required)
- Current driver's license, proof of insurability, and acceptable driving record
- Must pass all required background checks

## **ESSENTIAL PHYSICAL SKILLS:**

- Perform general physical activities that require considerable use of arms, legs and moving the whole body
- Stand for long periods
- Use a computer keyboard for long periods
- Walk distances of ¼ mile
- Stoop and sit to enable communication with young children at children's level
- Move quickly, reach and lift in the handling of weight of materials and caring for young children

## **ENVIRONMENTAL CONDITIONS:**

- Therapy Rooms, Treatment Rooms, Homes or Office

Reasonable accommodation will be made for otherwise qualified individuals with a disability.

## **EMPLOYMENT STATUS: EXEMPT**

### **BENEFITS**

- Ongoing Professional Development paid by ACH
- A Child's Haven provides medical, dental, vision, life, and disability insurance for all full-time employees the first of the month following 30 days of employment.
- ACH will cover the cost of external Clinical Supervision if it is determined that supervision could not be provided internally for applicant's licensure
- A generous Paid Time Off (PTO) and holiday package are available
- PTO begins accruing after 90 days of employment

### **CITIZENSHIP REQUIREMENTS:**

- Must be authorized to work in the United States. No sponsorship provided.

A Child's Haven provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, pregnancy, childbirth, or related medical conditions, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

To apply for this position please complete our employment application which is located at our website [www.achildshaven.org](http://www.achildshaven.org). Please submit the application along with a resume to [hr@achildshaven.org](mailto:hr@achildshaven.org). Please place the job title in the subject line of the email. An application must be completed in its entirety. Please do not put "see resume" in the work history and check to ensure the application is signed. Otherwise, the application is incomplete and cannot be considered.