

COMMUNITY OUTREACH SPECIALIST

6614

GENERAL DESCRIPTION OF CLASS

The COMMUNITY OUTREACH SPECIALIST provides Mental Health services of consultation, screening, clinical planning, assessment, and education on a statewide basis to Community agencies for use in planning placement and treatment for severe cases of mentally/emotionally disturbed, violent, and dangerous persons who have been identified as requiring psychiatric care.

DISTINGUISHING FEATURES

This is a single classification working in Specialized Treatment Programs at Oregon State Hospital. The Child and Adolescent Treatment Program (CATP) is an in-patient psychiatric hospital program serving children and adolescents statewide between the ages of 6 years and 17 years at the time of admission.

The Community Outreach Specialist serves as a gatekeeper for the program. This includes screening in or screening out patients, and developing alternative treatment services.

DUTIES AND RESPONSIBILITIES

- 1.Clinical.** Typical tasks: Develops, coordinates and maintains 36 statewide community-coordinated committees, traveling statewide and serving as the speciality Program representative on these local screening committees to assure mental health needs are met in the most appropriate, least restrictive environment, and only those whose psychiatric disturbance and extreme dangerous behavior are accepted to Oregon State Hospital; provides assistance in planning to the committees, via prior collaboration with professional staff on appropriateness of referral for alternate placement plan; assesses treatment needs through interviews, written information and discussion; maintains a current working knowledge of all statewide treatment resources, serving speciality populations with mental health needs, through visits to the program and other contacts, establishing and maintaining a working relationship with providers to assure availability of timely and appropriate resources and continuity of care for persons requiring a less restrictive environment/alternate placement plan to hospitalization; receives, screens, and determines appropriateness of crisis referral calls, statewide, regarding persons who are an imminent danger to self or others; assists the communities statewide in utilizing/developing alternatives to hospitalization; coordinates with staff in follow-up and aftercare planning; develops plans for discharge and community integration of children/adolescents who need networking, specialized programs not part of the existing system, specialized funding, etc.
- 2.Consultative.** Typical tasks: provides statewide consultation to local agencies, professionals, organizations, or interested persons (such as, but not limited to, Senior Services Division, nursing home, Children's Services Division, Mental Health Division, Public Health, local hospitals, Residential and Day Treatment providers, local school districts, juvenile corrections, families) working with serious cases of emotionally disturbed/mentally ill persons; consultation may include such areas as statewide treatment resources, placement resources, intervention strategies, developing and maintaining holding patterns, crisis requests, diversions, intervention strategies, transition care; provides consultation to psychiatric social workers and interdisciplinary treatment team upon request regarding treatment, placement and community resources, discharge planning, changes in service delivery system statewide; participates in program work groups and community work groups statewide, dealing with such areas as mental health issues; resource identification and development;

proposal development; service delivery systems; program development and enhancement; program reviews; and needs assessment.

3. Administrative. Typical tasks: collects, assembles and disseminates Community Outreach data such as: community screenings, Crisis referrals, Diversions, Admissions, Discharges, Follow-up, Trends and waiting list; assists statewide community coordinated committees in on-going development maintenance and utilization of resources to meet the unique needs of clients locally; assists community coordinated committees in developing and utilizing local networking systems to ensure local involvement in planning and meeting mental health needs; maintains and keeps current resource files, community outreach policy and procedures, federal and state laws/administrative rules regarding mental health and speciality populations; fulfills other administrative tasks as assigned by Program Director and Director of Community Outreach including quality assurance reports, developing linkage agreements, strategic plans.

4. Education and Training. Typical tasks: develops and provide training, education, information to community care providers, agency personnel, families, individuals and groups about mental health issues dealing with children/adolescents and families; develops psychoeducational training modules for families, community coordinated committees, local hospitals, service agencies; integrates the use of the personal computer in developing and expanding such areas as resource computer listings, screening data, dissemination of information within and outside the program; obtains training in and develops computer skills.

RELATIONSHIPS WITH OTHERS

Employees in this class have daily contact with dangerous patients (often out of hospital on passes or screenings) relatives of patients, and treatment team members at Oregon State Hospital. Employees in this class frequently deal with Community Mental Health, Childrens Services Division, Juvenile Court Judges and Court Counselors, 36 County Screening committees, and often hostile, angry and insistent parents, patients or relatives. Employees in this class have daily contact with the private child care providers and psychiatric hospitals, target problem child committee, training schools and camps, Juvenile Justice System, work groups, and task force assignments, and attend several networking systems/group meetings. Employees in this class facilitate resolution to hostile and angry relationships between agencies, providers, and others by negotiating, processing and discussion of differing opinions.

SUPERVISION RECEIVED

Work is reviewed by the Community Outreach Director through weekly departmental meetings for conformance with Mental Health Division and Oregon State Hospital policies and procedures, Federal regulations, Administrative Rule, and Oregon Revised Statutes. Performance is reviewed based on results of screenings and placements, and on assessment of the functioning of the Community Coordinating Committees.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA)

General knowledge of case management for speciality population.

General knowledge of mental retardation and developmental disabilities effecting speciality population.

General knowledge of recognized treatment modalities and interventions and use of psychotropic medications, for interpretation to community, families and patients.

General knowledge of drug and alcohol abuse and treatment modalities to address these problems.

Basic knowledge of continuum of care for severely disturbed children and mentally ill adults.

Basic knowledge of Diagnosis categories of the Revised Diagnostic Statistical Manual.

Basic knowledge of types of psychiatric disturbances effecting speciality population.

Basic knowledge of juvenile justice, senior services, children services, educational service delivery systems.

Basic knowledge of State and Federal regulations regarding services for speciality population.

Basic knowledge of State of Oregon placement resources for speciality population.

Basic knowledge of Out-of-State placement resources for speciality population treatment needs.

Skill in identifying and planning for resolution of crisis treatment needs.

Skill in developing and maintaining a therapeutic relationship with mentally ill patients and their families.

Skill in communicating with patients and families in addressing treatment issues.

Skill in educating patients, families and other interested parties in psychiatric hospital program, treatment and how to be involved with hospitalized patient, while family member is at Oregon State Hospital.

Skill in interviewing to gather data needed to recommend interventions and/or hospitalization.

Skill in developing and putting together resources to meet complex treatment needs of speciality population with severe psychiatric disturbances and multi-handicaps.

Skill in preparing clear, concise, written reports and discharge documents.

Skill in functioning as patient advocate to ensure appropriate social services which includes working with State and Federal agencies and community organizations for the coordination of services.

Skill in integrating and networking services in planning treatment for identified speciality population.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. ABILITIES may be required for initial consideration, at any time during the selection process, or during a trial service period as a final stage of the selection process. Some duties performed by positions in this class may require different KSA's. No attempt is made to describe every KSA required for **all** positions in this class. Additional KSA requirements will be explained on the recruiting announcement.

Adopted 4/90

Revised

Examples of work are typical of duties assigned to this class. No attempt is made to describe every duty performed by all positions in this class.