



Chemical Dependency Professional - Health Program Specialist 1

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**Spokane Regional Health District is a "Tobacco Free" Workplace*

*An Equal Opportunity, ADA Compliant Employer
Veterans and persons of disability encouraged to apply*

EMPLOYMENT BULLETIN: JOB #16-60

OPENS: November 25, 2016

DIVISION: Treatment Services

CLOSES: Open until filled or until sufficient applications are received

PROGRAM: Opioid Treatment Program

SCHEDULE: Full-time (40 hr./wk.) regular. This position requires the ability and willingness to work early morning shift with a start time of 5:30 - 6:00 a.m. as well as regular rotations of Saturday morning clinics

This registry may also be used for any additional HPS1 positions with similar qualifications which may occur in the next 6 months.

SALARY RANGE: \$3591.42 - \$4583.70 per month. This is the full salary range for the position not including longevity pay. Starting salary will normally be \$3591.42 per month. Position includes a generous benefits package.

REQUIRED APPLICATION DOCUMENTS (incomplete applications or those missing required documents may not be considered):

- Fully Completed SRHD Application
- Background check form
- Cover Letter
- Resume

POSITION DESCRIPTION: Chemical Dependency Professional – Health Program Specialist 1, Opioid Treatment Program

- Provides chemical dependency counseling and case management services to patients on the Opioid Treatment program.
- Maintains patient files in compliance with County, State and Federal regulations.
- Assists in the operation of the Opioid Treatment program dosing clinic, with a Saturday rotation.

MINIMUM QUALIFICATIONS:

Required Education/Experience:

- Bachelor’s degree in Alcohol/Drug studies, Social Work, Public Health or closely related field,
- Two (2) years of experience in the substance abuse field.

Required Licenses:

- Active valid license to practice as a Chemical Dependency Professional (CDP) in the State of Washington

Required Knowledge, Skills and Abilities:

- Ability to deal calmly with stressful situations
- Strong de-escalation skills
- Knowledge of Federal guidelines and State regulations for Opioid Treatment Program
- Ability to maintain therapeutic relationships on an ongoing basis
- Working knowledge of Microsoft Office including Word, Excel, and Outlook.

For a detailed position description and application form, visit us at www.srhd.org or contact the office of Human Resource Services by mail or phone. Please see reverse side for additional application information.

This position is represented by Professional and Technical Employees union.

**Spokane Regional Health District is a "Tobacco Free" workplace and applicants who use tobacco will not be considered for employment. Further, as part of the application/employment process, you will be required to sign the "Agreement of Non-Tobacco Use for Employment" form.*



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MAJOR RESPONSIBILITIES:

- Provides individual and group counseling services to Opioid Treatment patients and their families;
- Provides case management services to patients enrolled in the program
- Conducts patient assessments and placement referrals
- Participates in multidisciplinary treatment team meetings and case staffing
- Provides oversight of the clinic waiting area
- Monitors UA's/BA's as needed; maintains a record keeping system for contacts and referrals
- Provides community education presentations as requested;
- Partakes in educational offerings to enhance treatment program
- Acts as liaison with the community physicians, hospitals, health care providers, and social services in regards to the needs of the patients
- Participates in quality improvement and logic models for program evaluation
- Maintains HIPAA and 42 C.F.R. Part 2 confidentiality

ENVIRONMENTAL FACTORS:

- Work is mostly sedentary, indoors, involving long hours of sitting or standing.
- 2-3 hours per day keyboarding or typing at a computer terminal
- Strong written, verbal and listening communication skills to sufficiently interact with clients.
- Visual acuity to read small print.
- Ability to discern odors.
- Ability to bend, twist and stoop, and carry up to 25 pounds on an occasional basis.
- Ability to maintain composure in stressful situations.

The work environment characteristics described above 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.

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