

Job Description

EFFECTIVE DATE: July, 2009
REVISED DATE:
TITLE: **FAMILY INTERVENTION SPECIALIST (FIS)**
REPORTS TO: Clinical Manager, Substance Abuse
SUPERVISES: None

POSITION OBJECTIVE: Provide linkage to the child welfare system to engage and support substance involved child welfare families in appropriate substance abuse treatment and recovery.

POSITION REQUIREMENTS:

- Bachelors degree or higher in a social service or behavioral service discipline
- One year's experience working with substance abuse involved individuals/families
- Good driving record. Provide own transportation to clients home and other service locations
- Flexible hours to meet the needs of the families served
- Successful completion of background screening

SKILLS NECESSARY:

- Clinical documentation skills
- Oral case presentation skills
- Knowledge of addictive disease, mental illness and treatment
- Ability to design, deliver, and ensure highly individualized services and supports
- Time management skills

ESSENTIAL JOB FUNCTIONS:

- Provide liaison services to dependency court and inter-agency communication regarding the status and progress of clients in the FIS caseload who are in substance abuse treatment
- Screen referrals from all sources within designated time. Respond with appropriate recommendations
- Identify substance abuse need in referred persons and support retention and success in substance abuse treatment for CW/CBC cases
- Screen for co-occurring mental health problems and ensure that these individuals are linked with services which address their mental health treatment needs
- Maintain a directory of treatment, prevention and other community resources that includes contact information, eligibility criteria and referral procedures
- Develop a substance abuse intervention/service plan (IPR) for clients within 45 days after the assessment/screening is completed and provide a copy to the child welfare case worker
- Review and update the IPR, every 30-60 days and provide a copy to the child welfare case worker
- Document progress of lack of progress in the form of summary notes weekly for those weeks when client contacts are made. Provide regular progress reports to appropriate CW/CBC staff (no less than monthly) throughout the duration of substance abuse treatment/aftercare
- Orient clients to program philosophy, expectations, services available, treatment process, rules and regulations, client rights and other pertinent information
- Meet with clients and complete screening and assessment. Identify potential problem areas appropriate for treatment planning with drug testing, as appropriate
- Coordinate the overall planning of services. Link client with necessary services, monitor provision of services, and advocate on client's behalf
- Conduct home visits monthly. More frequent visitation shall be scheduled when client's condition or functioning requires more intensive services
- Provide support and crisis intervention, as needed. Refer for more intensive crisis intervention as required. Plan, support and link with stabilization services
- Arrange, assist, or provide transportation as needed
- Arrange for aftercare and discharge planning
- Participate in multidisciplinary team staffings