

# GHC Mental Health Counselor - Intern

## **Responsibilities and Duties:**

### Clinical Interventions

- Provide individual, couple, family, and group therapy.
- Develop treatment plans specific to the client's needs.
- Conduct risk assessments and helps clients develop safety plans when needed.
- Adapt treatment methods according to the cultural needs of the client.
- Participate in collaborative treatment with practice clinicians and external organizations to coordinate client care.
- Maintain appropriate professional boundaries.
- Adhere to the ethical standards set by the American Counseling Association (ACA).

### Client Information System

- Maintain all required client documentation in the Electronic Health Record (EHR) system.
- Maintain an awareness of applicable laws, regulations, and licensing requirements as they relate to client documentation.
- Responsible for providing appropriate documentation of all therapy/counseling sessions, significant collateral contacts, and phone conversations, etc. consistent with applicable regulatory requirements.
- Assure all needed releases of information and other paperwork are present in the file and up to date. Promptly requests new or additional information and paperwork as needed.
- Complete required documentation to ensure timely billing for services provided.

### Team/Supervision Meetings

- Participate in bi-monthly clinical team and case staffing meetings with clinical supervisor.
- Participate in licensure hours supervision as required by your institution and the Board of Professional Counselors and Marriage and Family Therapists
- Participate in peer consultation as needed.

## **Benefits:**

- Paid internship (After completion of required shadowing/orientation hours, then based on individual billable hours)
- Flexible schedules (We care about your personal and professional life)
- Paid Licensure Exam and License Fee
- Access to an electronic health records (EHR) system for case management, treatment planning, scheduling, and note management.

## **Qualifications:**

### Required

- Actively enrolled in a CACREP accredited master's degree program in counseling, marriage and family therapy, social work, or psychology.
- Enrolled and participating in the Practicum or Internship portion of your program.
- Possess your own professional liability insurance.

- Must be able to pass a background check.