

UW HEALTH JOB DESCRIPTION

SUPERVISOR, BEHAVIORAL HEALTH

Job Code: 842010A, 842010B, 842010C	FLSA Status: Exempt	Mgt. Approval: G. Rogers	Date: November 2021
Department: Behavioral Health Services		HR Approval: N. Lazaro	Date: November 2021

JOB SUMMARY

The Behavioral Health Supervisor is a Behavioral Health Clinician with demonstrated leadership skills and clinical excellence experience. The Behavioral Health Supervisor provides regular direct clinical care, while also supervising Behavioral Health clinicians in the relevant care model of Health Psychology, Mental Health, or Primary Care.

The Behavioral Health Supervisor demonstrates an advanced level of clinical knowledge, communication and interdisciplinary collaboration, professionalism, and systems-based practice. This role works with administrative, nursing, physician, and university faculty to assure safe, effective, quality patient care and to promote UW Health's educational and research missions.

In addition, this position provides direction and leadership to ensure UW Health meets the 'Quadruple Aim' of great patient care and improved population health within an efficient cost structure, while improving the work life of providers and staff. This individual is responsible for supervisory and administrative practices, human resources functions, clinical evaluation, role optimization, advocacy and education related to Behavioral Health practice and professional development, as well as direct service with patients in the applicable care model.

This position is a secondary administrative appointment as Behavioral Health Supervisor with 0.5 FTE of the position devoted to administrative duties and the remainder to maintaining clinical practice.

MAJOR RESPONSIBILITIES

Leadership and Personnel Management:

- Promote growth of Behavioral Health staff in areas of leadership, clinical excellence, patient-centered care, education, and organizational involvement to meet the identified goals and needs of the employee and organization.
- Monitor, support, and provide teaching to clinicians in their practice management to meet expectations for good patient care and ambulatory standards.
- Responsible for needs assessment and monitoring of Behavioral Health Clinician engagement in their professional practice and patient care. This includes leading regular meetings with Behavioral Health Clinicians, and participating in activities related to improving engagement, professional work-life balance, and work satisfaction.
- Attend Behavioral Health Leadership meetings and cascading information to direct reports.
- Works closely with Leads (as applicable) to address day-to-day site issues, ensure solid onboarding of new providers.
- Provide annual performance reviews with input from key stakeholders.
- Manage hiring, disciplinary, and dismissal processes for direct reports.

Clinical Practice:

- Provide Clinical services - including assessment, treatment planning, and intervention as relevant for the area of practice - in an outpatient or inpatient setting based on the unique needs of the patient. Outpatient programs may include both individual and group therapy, and psychoeducational groups as indicated.
- Act as a consultant to staff, patients, and families as appropriate for care of the patient.
- Work as part of the primary treatment team as appropriate for outpatient, and as part of the multi-disciplinary consult service for inpatient.
- Provide in-depth psychological evaluations as required in area of specialty.
- Coordinate patient care with primary care, other specialty providers, schools, and families via written and verbal communication.
- Arrange for appropriate care within the UW Health system or through outside providers as prescribed in policies and procedures.
- Ensure that each patient's rights are protected and that they are provided with appropriate interventions based on ability to participate, cultural concerns, and diagnostic impression.
- Maintain progress notes and other documentation required for the client medical record and utilization management within the timelines outlined by UW Health.

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- Participate in quality initiatives and utilization review activities as requested.
- Exercise the legal authority per licensure in Wisconsin hospitals including assessment and documentation of patient mental status, general cognitive functioning, emotional status, and personality functioning.
- On an ongoing basis, strive to understand and meet the fiscal and financial parameters of practicing in the health care environment.
- Provide clinical supervision to trainees as appropriate based on licensure.
- Provide educational presentations and participate in national and local conferences and professional organizations.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	See table Below
	Preferred	
Work Experience	Minimum	Three (3) years of clinical experience in the area of Behavioral Health
	Preferred	Five (5) years post-graduate experience in the area of specialty. One (1) year of progressive relevant experience, preferably in an academic medical system
Licenses & Certifications	Minimum	See table below
	Preferred	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Demonstrated leadership abilities, including initiative • Strong clinical knowledge and skills • Knowledge of practice models as applicable to the area of clinical practice and an ability/willingness to learn and supervise to new models and modalities • Excellent verbal and written communication skills • Demonstrated ability to utilize data in guiding and supporting practice • Demonstrates a professional demeanor • Ability to work as a part of a team and across teams in a collaborative manner • Ability to navigate organizational structure and systems • Ability to work across settings/physical sites • Ability and eagerness to learn necessary administrative and business components to support practice management, process improvement, hiring, and performance management • Able to work in less well-defined or structured situations and comfortable with ambiguity and change • Demonstrated ability as a systems thinker and problem solver

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input checked="" type="checkbox"/>	Infants (Birth – 11 months)	<input checked="" type="checkbox"/>	Adolescent (13 – 19 years)
<input checked="" type="checkbox"/>	Toddlers (1 – 3 years)	<input checked="" type="checkbox"/>	Young Adult (20 – 40 years)
<input checked="" type="checkbox"/>	Preschool (4 – 5 years)	<input checked="" type="checkbox"/>	Middle Adult (41 – 65 years)
<input checked="" type="checkbox"/>	School Age (6 – 12 years)	<input checked="" type="checkbox"/>	Older Adult (Over 65 years)

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

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Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
	Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
	Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
	Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:				
EDUCATION AND LICENSES/CERTIFICATIONS				
Behavioral Health Provider	Job Code	Education	Licenses/Certifications	
Clinical Psychologist Clinical Health Psychologist Senior Clinical Psychologist Senior Clinical Health Psychologist Clin Health Psychol Peds Pain	842010A	Doctor of Philosophy (Ph.D.) or Psychology (Psy.D.) in Clinical Psychology or related field	<ul style="list-style-type: none">Licensure or eligible for licensure as a Psychologist in Wisconsin (PhD, PsyD)CPR/BLS	
Mental Health Clinician	842010B	Master's degree in Social Work, Psychology, or Counseling	<ul style="list-style-type: none">Relevant license and/or certification or license/certification eligible as a Mental Health provider as required in the State of Wisconsin (i.e., Psychologist, Licensed Professional Counselor-LPC, Licensed Clinical Social Worker-LCSW, Licensed Marriage and Family Therapist-LMFT)CPR/BLSIf In-Home Primary Care Program: Valid Wisconsin Driver's License	
Behavioral Health Clinician Primary Care	842010C	Master's degree in Social Work, Psychology, or Counseling	<ul style="list-style-type: none">Relevant license and/or certification or license/certification eligible as a Mental Health provider as required in the State of Wisconsin (i.e., Psychologist, Licensed Professional Counselor-LPC, Licensed Clinical Social Worker-LCSW, Licensed Marriage and Family Therapist-LMFT)CPR/BLS	

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Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.