

## **SNOHOMISH COUNTY JOB DESCRIPTION**

### **MENTAL HEALTH PROFESSIONAL – CORRECTIONS**

Spec No. 4096

#### **BASIC FUNCTION**

To assess, evaluate and coordinate mental health care for incarcerated individuals and formulate individualized release plans to coordinate a continuum of care.

#### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Assesses psychiatric emergencies and provides crisis intervention to emotionally distressed and mentally ill inmates.
2. Conducts evaluations of inmates for the purpose of suicide intervention and prevention; completes daily assessments of inmate suicide watches, behavioral watches, and property restrictions.
3. Coordinates inmate care with Corrections staff to ensure inmates' special needs are addressed, including coordinating safe transportation for inmates from the jail to the Triage Center, to the hospital ER, or assisting inmates in formulating alternate transportation plans.
4. Provides information to courts and attorneys regarding recommendations for competency and/or civil commitment procedures.
5. Develops Individualized Treatment Plans for psychiatric inmates who require intensive behavior management; completes referrals to ARNP for medication management services.
6. Promotes linkages with community mental health agencies, other support services and families for inmate care and coordination for continuum of care; including discharge planning; collaborates with community health providers for inmates who are enrolled clients.
7. Completes inmate need assessments and develops individualized release plans for inmates suffering from mental illness to connect inmates with appropriate services in the community.
8. Consults and coordinates inmate release needs with Jail Transition Services (JTS) staff, Snohomish County Healthcare Benefits Facilitator, Designated Mental Health Professionals (DMHPs), Hospital Social Workers, Snohomish County Triage Center staff, Community Mental Health providers, and family members of inmates as appropriate.
9. Maintains routine statistical data/information related to duties and submits necessary documentation to Lead MHP.
10. Maintains the safety and security of staff and inmates when making clinical decisions regarding inmates.

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#### STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

11. Participates in on-call responsibilities for off-hours MHP coverage.
12. Attends departmental meetings and trainings as necessary.
13. Assists with the on-site supervision of mental health interns.
14. Provides mental health training for jail staff as needed.
15. Completes other job duties as assigned.

#### MINIMUM QUALIFICATIONS

A Master's degree in social work, clinical psychology or related field; PLUS, two (2) years experience in the direct treatment of mentally ill clients; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Licensure as a Social Worker, Marriage/Family Therapist or Mental Health Counselor required. Must pass job related tests. Must be a lawful permanent resident or United States citizen.

#### SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required for employment.

Candidates must successfully pass a criminal background investigation, a polygraph examination, a psychological evaluation, and pre-employment drug screening.

Candidates must be at least 21 years old at the time of application. No maximum age.

#### KNOWLEDGE AND ABILITIES

Knowledge of:

- mental health assessments
- crisis intervention and counseling techniques
- mental health and co-occurring symptomatology and treatment modalities
- abnormal behavior, symptomatology, and treatment modalities of mental disorders
- legal parameters and procedures concerning civil commitment and community treatment practices
- Snohomish County community resources for mental health and chemical dependency treatment
- substance abuse and chemical dependency profiles

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#### KNOWLEDGE AND ABILITIES (Continued)

Ability to:

- respond effectively to crisis situations
- relate to severely disturbed and/or difficult persons in order to determine appropriate mental health services, monitoring and housing
- gather and analyze pertinent data
- establish and maintain effective working relationships with staff of interdisciplinary teams and community providers
- assess and diagnose mental disorders and determine need for psychiatric services
- maintain detailed records and prepare clear, concise written documentation
- work independently and as part of a team, both effectively and productively
- efficiently coordinate, perform, and complete multiple duties and assignments concurrently and in a timely manner

#### SUPERVISION

Employees report to the Lead MHP, Health Services Administrator, or other administrative superior as assigned. Employees work independently on specific assignments, which are completed in accordance with established guidelines, practices and regulations. Work is reviewed through meetings, status reports and results obtained.

#### WORKING CONDITIONS

The majority of work occurs primarily in the Snohomish County Jail. Inmate interviews are conducted throughout the jail housing units and in the booking/intake area. Employee may be required to interview inmates in alternate settings. The employee may be required to work evenings, weekends and holidays. There may be instances when the on-call MHP is required to respond to the jail to assess an inmate during off-duty hours when on pager rotation.

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: October 2004  
Amended 03/31/2010, approved by CSC 5/5/2010  
EEO Category: 2 – Professional  
Pay Grade: 240A – Corrections Classified Pay Plan  
Workers Comp: 5306 Non-Hazardous

Approved by the Snohomish County Civil Service Commission January 30, 2015.  
Approved by the Snohomish County Civil Service Commission June 6, 2018.