



CLASSIFICATION DESCRIPTION

Title: Mental Health Practitioner

<u>Title of Immediate Supervisor:</u> Special Services Supervisor or Principal	<u>Department:</u> Special Services/Learning Services	<u>FLSA Status:</u>
<u>Accountable For (Job Titles):</u>		<u>Pay Grade Assignment:</u> Educational Assistants, Addendum A, Wages, Pay Group 7

General Summary or Purpose of Job:

Assist mental health professionals and special education teachers with meeting the educational, emotional, behavioral and mental health needs of special education and non-traditional students. Assist in implementing the academic and treatment plan goals, as documented in the Individual Treatment Plan and the Individual Education Plan (IEP) or Continual Learning Plan (CLP) under supervision of mental health professional.

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)	FRE-QUENCY
1.	Assist in providing the educational and mental health services to improve the functioning of the child while guiding the student through their structured mental health and academic daily activities ensuring classroom and student safety. This will include: 1) assisting students in using age-appropriate self-management skills including problem solving, decision making, communication, conflict resolution, anger management, social skills, and recreational skills; 2) implementing de-escalation techniques as determined by the team; 3) conducting regular assessment of student progress and intervening to redirect inappropriate behavior by students, as necessary; 4) assisting, monitoring, and guiding students to complete tasks; and 5) effectively communicate with the student's family and team.	Daily 90%
2.	Daily documentation of treatment, academic and behavior progress notes. Summarize and analyze data on student progress; collaborate with team to adjust treatment and academic plans as needed; participate in clinical supervision.	Daily 10%



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Minimum Qualifications: (necessary qualifications to gain entry into the job not preferred or desirable qualifications)

Must meet the qualifications of a mental health practitioner. Must be at least 18 years old.
Must have an associate degree and 6,000 hrs. clinical supervision or bachelor's degree and 2000 hour of supervised experience in delivering clinical services in the treatment of mental illness for children and adolescents.

Certification or Licensing Requirements_(prior to job entry):

Meets pre-service and continuing education requirements as specified in MN Stat. §245.4871 and the rules of the Department of Human Services.

Knowledge Requirements:

Requires knowledge of:

- CPR, first aid, and NCI.
- Allergies and allergic reactions.
- Children and adolescents with mental health and emotional disabilities.
- Basic knowledge to assist students with math, reading, science and other subject areas.

Skill Requirements:

Skilled in:

- Being a proactive and productive team player.
- Working with high-risk special needs and non-traditional students.
- Student behavior management and crisis intervention by implementing de-escalation techniques as determined by program training and mental health team.
- Ability to work with emotionally unstable students effectively.
- Ability to remain calm and control personal emotions in volatile situations.
- Written and verbal communication skills, including documenting the delivery of services in written progress reports.
- Excellent interpersonal and personal care skills.
- Using computers for instructional and data collection purposes.
- Handling safety issues according to the crisis plan developed by the mental health team.
- Ability to follow and implement the academic and treatment plan goals, as documented in the Individual Education Plan (IEP) and Continual Learning Plan (CLP) under supervision of mental health and education professionals.
- Ability to interpret and follow the student policy handbook as determined appropriate by program team.
- Ability to participate with the construction of therapeutic activities and interventions that will lead to goal attainment.
- Ability to co-facilitate mental health groups.



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Physical Requirements: Indicate according to the requirements of the essential duties/responsibilities

Employee is required to:	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Stand		√	√	
Walk			√	
Sit			√	
Hand dexterously: use fingers to handle & feel		√		
Reach with hands and arms		√		
Climb or balance		√		
Stoop/kneel/crouch or crawl		√		
Talk and hear				√
Taste and smell		√		
Lift & Carry: Up to 10 lbs.				√
Up to 25 lbs.		x		
Up to 50 lbs.		x		
Up to 100 lbs.	√			
More than 100 lbs.	√			

General Environmental Conditions:

Work is performed under normal classroom conditions but often unpredictable conditions may be associated with the work. The typical noise level is considered to be moderate but can quickly escalate to the extreme. There are minimal environmental risks.

General Physical Conditions:

Work can be generally characterized as:

Medium Work: Generally work is non-physical but can be mentally and emotionally draining with a need for personal care, especially in stress reduction. Due to the severity of the mental health issues of these students, there are times when physical restraint may be required. Staff needs to portray self-confidence and be emotionally stable.

Vision Requirements: Check box if relevant

	Yes	No
No special vision requirements	√	
Close Vision (20 in. of less)		
Distance Vision (20 ft. of more)		
Color Vision		
Depth Perception		
Peripheral Vision		