

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Interpreting Services – Sign Language	Varies	Vendor will provide services including but not limited to the following:  Aid communication by converting spoken and written English to and from American Sign Language through simultaneous or consecutive interpretation	High school diploma or equivalent; <b>and</b>  Completion of a medical interpreter educational program; <b>and</b>  Demonstrate proficiency through certification by the National Association of the Deaf; <b>or</b> the Registry of Interpreters for the Deaf (RID); <b>and</b>  Interpreting experience in a wide variety of settings, most particularly Mental Health and Corporate Environments.	<ul style="list-style-type: none"> <li>• Maintain professional competency through community involvement and participation in professional organizations</li> <li>• Oral proficiency in English and in American Sign Language (ASL)</li> <li>• Ability to convert concepts in the source language to equivalent concepts</li> <li>• Relay style and tone</li> <li>• Render spoken ideas accurately, quickly, and clearly</li> </ul>	As needed, flexible days, evenings
Interpreting Services – Spanish Language	Varies	Vendor will provide services including but not limited to the following:  Aid communication by converting information between English and Spanish through simultaneous or consecutive interpretation.	High school diploma or equivalent; <b>and</b>  Certified Court Interpreter, State of New York, Unified Court System; <b>and</b>  Must have interpreting experience in a wide variety of settings, most particularly Mental Health and Corporate Environments	<ul style="list-style-type: none"> <li>• Ability to convert concepts in the source language to equivalent concepts in the target language</li> <li>• Relay style and tone</li> <li>• Render spoken ideas accurately, quickly, and clearly</li> <li>• Oral proficiency in English</li> </ul>	As needed, flexible days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Psychiatrist; and/or  Child Psychiatrist; and/or  Child Psychiatrist – Spanish Speaking	Mental Health Clinics:  Port Jervis and/or Newburgh and/or Goshen	Vendor will carry a caseload and provide services including but not limited to the following: psychiatric assessment, medication management, crisis assessment and intervention, treatment planning, document all services as part of an interdisciplinary team and where applicable, adhere to NYSOMH Part 599 requirements; <b>and</b>  As requested by the department and in agreement with the vendor, vendor may complete specialty evaluations including a written report and court testimony if required.	Valid license to practice medicine in New York State; <b>and</b>  Certification in psychiatry by the American Board of Psychiatry and Neurology or the American Osteopathic Board of Neurology and Psychiatry; <b>or</b>  Be eligible to be certified by either Board; <b>and</b>  Where applicable, satisfactory completion of a training in child and adolescent psychiatry approved by the American board of Psychiatry and Neurology; <b>and</b>  Drug Enforcement Agency (DEA) license to prescribe medications; <b>and</b>  National Provider Identifier (NPI) Number; <b>and</b>  Experience working within a community mental health clinic setting; <b>and</b>  Possess a valid driver’s license; <b>and</b>  Pass required background check(s).  <i>To qualify as a Child Psychiatrist- Spanish Speaking, fluency in Spanish is required (Communication, reading and prescribing)</i>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	To be determined based on needs of clinic days, evenings, weekends

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
<p>Nurse Practitioner In Psychiatry</p> <p>and/or</p> <p>Nurse Practitioner in Psychiatry – Spanish Speaking</p>	<p>Mental Health Clinics:</p> <p>Port Jervis and/or Newburgh and/or Goshen</p>	<p>Vendor will carry a caseload and provide services including but not limited to the following: psychiatric assessment, medication management, crisis assessment/intervention, treatment planning, will function as part of a clinic interdisciplinary team, document all services and where applicable, adhere to NYSOMH Part 599 licensing requirements.</p>	<p>Certification or permit as a nurse practitioner with an approved specialty area of psychiatry (NPP) in accordance with NY State Education Law, Title 8, <a href="#">Article 139</a>; <b>and</b></p> <p>Where appropriate, current ANCC Board Certification as an Adult Psychiatric-Mental Health Nurse Practitioner or Psychiatric-Mental Health Nurse Practitioner (across the life span); <b>and</b></p> <p>Drug Enforcement Agency (DEA) license to prescribe medications; <b>and</b></p> <p>National Provider Identifier (NPI) Number; <b>and</b></p> <p>Experience working in a mental health and/or substance abuse treatment setting; <b>and</b></p> <p>Possess a valid driver’s license; <b>and</b></p> <p>Pass required background check(s); <b>and</b></p> <p><i>To qualify as a Psychiatric Nurse Practitioner- Spanish Speaking: fluency in Spanish is required (Communication, reading and prescribing)</i></p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	<p>To be determined based on needs of clinic days, evenings, weekends</p>

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Engagement Specialist	Mental Health Clinics:  Port Jervis and/or Newburgh	<p>Vendor will assist with problem-solving, and removal of barriers associated with poor clinic appointment attendance; and manage prior authorizations for medication in conjunction with the medical staff; and function as part of a clinic interdisciplinary team.</p> <p>If appropriately licensed or credentialed, vendor may provide some direct services in adherence with all New York State Office of Mental Health Regulatory Guidelines as well as all New York State Medicaid service-delivery and billing requirements; and complete all clinical documentation using the OCDMH electronic medical record software either concurrently or no later than one (1) business day of the date of service.</p>	<p><b>Licensed</b> in accordance with NY State Education Law, Title 8, article 153, 154, or 163 as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a <b>Limited Permit</b> issued by the New York State Education Department as a Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Master's degree, with a minimum one (1) year of experience working in a community mental health setting or relevant internship.</p> <p>Bachelor's degree, with a minimum two (2) years of experience working in a community mental health setting; <b>or</b></p> <p>Associate degree, with a minimum five (5) years of experience working in a community mental health setting; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s); <b>and</b></p> <p>If applicable possess National Provider Identification (NPI) Number.</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	To be determined based on needs of clinic days, evenings.

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Addiction Case Manager	Various locations throughout Orange County as directed by the Department of Mental Health	<p>Provided specialized evaluations and/or treatment services for individuals with co-occurring mental health and substance use disorders; <b>and</b> assist as needed with access to community resources including benefits, transportation, etc.; <b>and</b> collaborate with community providers and other county departments as needed to engage and support individuals with substance use disorder related needs.</p> <p>May function as part of a clinic interdisciplinary team requiring adherence to all New York State Office of Mental Health Regulatory Guidelines as well as all New York State Medicaid service-delivery and billing requirements; and complete all clinical documentation using the OCDMH electronic medical record software either concurrently or no later than one (1) business day of the date of service</p>	<p><b>Licensed</b> in accordance with NY State Education Law, Title 8, article 153, 154, or 163 as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a <b>Limited Permit</b> issued by the New York State Education Department as a Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Master's degree, with a minimum one (1) year of experience working with individuals with co-occurring mental health and substance use disorders.</p> <p>Bachelor's degree, with a minimum two (2) years of experience working with individuals with co-occurring mental health and substance use disorders <b>or</b></p> <p>Associate degree, with a minimum five (5) years of working with individuals with co-occurring mental health and substance use disorders; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s); <b>and</b></p> <p>If applicable possess National Provider Identification (NPI) Number.</p> <p><i>CASAC preferred</i></p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	To be determined based on needs of clinic days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Mental Health Competency Evaluator	Forensic Services Primary Location is Goshen but may need to travel to other locations	Vendor will provide services including but not limited to the following: conduct face to face court ordered forensic mental health evaluations specific to Criminal Procedure Law 730.10; and produce written reports that meet the requirements including diagnosis, prognosis and clinical opinion as to whether a person is considered capacitated or incapacitated; and submit those reports in a timely manner with respect to the specified return date; and respond to court subpoenas as directed; and where applicable, conduct additional assessments as appropriate within the field of forensic mental health.	<p>Doctoral degree (Ph.D., Psy.D., or Ed.D.) in psychology and license; <b>and</b></p> <p>Current New York registration certificate in accordance with NY State Education Law, Title 8, Article 153; <b>or</b></p> <p>Valid license to practice medicine in New York State; <b>and</b></p> <p>Certification in Psychiatry by the American Board of Psychiatry and Neurology or the American Osteopathic Board of Neurology and psychiatry; <b>or</b></p> <p>Eligible to be certified by either Board; <b>and</b></p> <p>Pass required background check(s)</p> <p>Experience in forensic mental health.</p>	<ul style="list-style-type: none"> <li>• Must have a working knowledge of Criminal Procedure Law (CPL) 730.10 and produce a typed report</li> <li>• Experience with various software applications</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	As needed, flexible days, evenings
Mental Health Specialty Evaluator	Forensic Services Primary Location is Goshen but may need to travel to other locations	Vendor will perform forensic sex offender evaluations when court ordered or requested by the Department of Probation or the Department of Social Services, as directed by the Orange County Department of Mental Health. Vendor guarantees: such evaluations will be performed by professional clinical staff experienced in sex offender evaluation and treatment; that evaluations will include the utilization of routine or specialized evaluation techniques using general psychological measures, sex offense specific measures, and empirically supported risk assessment tools (including but not limited to use of the Abel Screen) and where applicable, conduct additional assessments as appropriate within the field of forensic mental health; evaluator will arrange for and coordinate with psychological and/or psychiatric evaluators of as needed.	<p>Professional license and current registration as a licensed clinical social worker in accordance with NY State Education Law, Title 8, article 154; <b>or</b></p> <p>Doctoral degree (Ph.D., Psy.D., or Ed.D.) in psychology and license; <b>and</b></p> <p>Current New York registration certificate as defined by New York State Education Law, Title 8, Article 153; <b>and</b></p> <p>Active clinical membership with Association of Treatment of Sexual Abusers (ATSA) or working under the supervision of an ATSA Clinical Member working towards the 2000 hours providing direct clinical services (assessment individual and/or group treatment) to individuals who engaged in sexual offending behavior as required by ATSA.</p>	<ul style="list-style-type: none"> <li>• Must have a working knowledge of Sex Offender Evaluation and treatment and produce a typed report</li> <li>• Experience with various software applications such as Adobe, Excel</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	As needed, flexible days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Mental Health Polygraph Examiner	Forensic Services Primary Location is Goshen but may need to travel to other locations	Vendor will perform polygraph testing of convicted sex offenders requested by the Department of Probation, as directed by the Department of Mental Health. The vendor will work closely with the established team of supervision (O.C. Probation), assessment (O.C. Mental Health), and treatment providers (O.C. Mental Health/other community agencies) in the development and application of their missions as well.	<p>Certification by American Association of Police Polygraph; <b>and/ or</b></p> <p>American Polygraph Association as Polygraph Examiner; <b>and</b></p> <p>Evidence of certification or completion of course work in Post-Conviction Sex Offender Testing (PCSOT); <b>and</b></p> <p>At least five (5) years of experience conducting polygraph testing</p>	<ul style="list-style-type: none"> <li>• Must have a working knowledge of Sex Offender Evaluation and treatment and produce a typed report</li> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	As needed, flexible days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Mental Health Evaluator	Mental Health Assessment Team  Goshen	Vendor will provide services including but not limited to the following: conduct court ordered forensic mental health evaluations and produce written reports in a timely manner with respect to the specified return date; and respond to court subpoenas as directed; and where applicable, conduct additional assessments as appropriate within the field of forensic mental health.	<p>Doctoral degree (Ph.D., Psy.D., or Ed.D.) and licensed in psychology with a current New York State registration certificate in accordance with NY State Education Law, Title 8, article 153; or</p> <p>A valid license to practice medicine in accordance with NY State Education Law, Title 8, article 131 with a current New York State registration certificate in psychiatry; or</p> <p>Master's Degree in Social Work and licensed as a Clinical Social Worker with a current New York State registration certificate in accordance with NY State Education Law, Title 8, article 154; and</p> <p>Pending legislation (S6385/A 2375-C) amends the Domestic Relations Law §240(1) to require psychiatrists, psychologists and social workers appointed by Supreme or Family Courts as forensic evaluators in child custody and visitation cases to be licensed in New York State and to provide a certification received within the prior two years of completion of the training program delineated in Executive Law §575(3)(N).</p> <p>If passed:</p> <ul style="list-style-type: none"> <li>▪ clinicians who have completed the training must inform the court and COUNTY to be considered for such appointments; and</li> <li>▪ if in noncompliance with the two-year training mandate, clinicians must so inform the court and COUNTY within 72 hours of such noncompliance. Courts may not appoint forensic evaluators not certified in accordance with this statute; and</li> <li>▪ the New York State Office for the Prevention of Domestic Violence and NYS Coalition for the Prevention of Domestic Violence Certification and/or training will be required for forensic evaluators as set forth and must be completed and maintained by CONSULTANT.</li> </ul> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Ability to testify in Court as a qualified expert witness</li> <li>• Experience with various software applications</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul> <p>Note: samples of written assessments may be required.</p>	As needed, flexible days, evenings



**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Occupational Therapist	Developmental Disabilities Division  Child & Family Clinical Resource Team  Coordinated In-Home Supports Project & Family Support  County-wide	Vendor shall provide services including but not limited to the following: in-home consultation at the request of Resource team members to assess sensory issues impacting learning and problem behaviors; develop strategies and plans; and train paraprofessionals and parents; and participate in meetings; and consult with others that interface with the child.	Master's degree in Occupational Therapy and license and current registration certificate in accordance with NY State Education Law, Article 156; <b>and</b>  Experience assessing and developing plans to address sensory integration concerns of children on the autism spectrum; <b>and</b>  Pass required background check(s); <b>and</b>  Possess a valid driver's license.	<ul style="list-style-type: none"> <li>• Working knowledge of the principles of applied behavior analysis and other evidence-based practices designed to improve outcomes for children on the autism spectrum</li> <li>• Experience with various software applications such as Adobe, Excel</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> <li>• Effective writing skills</li> <li>• Understanding of autism spectrum and sensory integration as related to behavior, learning, communication, environmental and mental health concerns and family stressors</li> </ul> <p>Note: Sample behavior plans and notes may be required</p>	As needed, flexible days, evenings, weekends

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Developmental Disabilities Assessment Specialist	Developmental Disabilities Division  Goshen but may need to travel to other locations	Vendor will provide psychological services including but not limited to the following: conduct a face-to-face assessment of cognitive and adaptive functioning and deliver a written report that includes diagnosis, clinical impressions, and recommendations.	<p>Doctoral degree (Ph.D., Psy.D., or Ed.D.) in psychology and license; <b>and</b></p> <p>Current registration certificate in accordance with NY State Education Law, Article 153; <b>and</b></p> <p>Post doctorate experience conducting standardized testing of intellect and adaptive behavior, assessment and diagnosis of individuals with developmental disabilities; <b>or</b></p> <p>School Psychologist, M.S., School Psychology; <b>and</b></p> <p>Permanent certificate issued by the NYS Ed. Office of Teaching Initiatives; <b>and</b></p> <p>Post-certificate experience conducting face-to-face standardized testing of intellect and adaptive behavior; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s)</p>	<ul style="list-style-type: none"> <li>• Ability to effectively communicate and interface well with professionals and parents</li> </ul> <p>Note: Sample written plans and notes may be required</p>	As needed, flexible days, evenings, weekends

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Behavioral Health Assessment Specialist	Developmental Disabilities Division  Various locations throughout Orange County as directed by the Department of Mental Health	Vendor will provide neuropsychology assessment services for the purpose of establishing differential diagnosis and baseline level of cognitive functioning, care management and treatment planning.	<p>Doctoral degree (Ph.D., Psy.D., or Ed.D.) in psychology and license; <b>and</b></p> <p>Current registration certificate in accordance with NY State Education Law, Article 153; <b>and</b></p> <p>At least ten years post doctorate experience providing neuropsychology services for both children and adults that may have complex, multi-dimensional needs involving autism and other developmental disabilities and mental health and/or chemical dependency concerns; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Ability to effectively communicate and interface well with professionals, parents and individual to be assessed</li> <li>• Effective analytic and writing skills</li> <li>• Sound professional judgment</li> </ul> <p>Note: Sample written plans and notes may be required</p>	As needed, flexible days, evenings, weekends

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Forensic Connections Care Coordinator	Various locations throughout Orange County as directed by the Department of Mental Health	<p>Vendor will Market and Promote the Forensic Connections/Specialty Court Programs to enhance appropriate referrals to the program; Conduct face-to-face assessments/interviews of the assigned individual as needed; Facilitate transportation to treatment and/or medical care and/or drug testing; assist in accessing educational and/or vocational instruction; respite; employment, daycare, crisis specialists etc.; <b>and</b></p> <p>Utilize required assessment tools such as the DLA 20, Modified Mini Screen, mental health Screening Form-III, CAGE adapted to Include Drugs (CAGE-AID), Simple Screening Instrument for Alcohol and other Drugs (SSI-AOD), Center for Epidemiological Studies Depression Scale (CES-D-Scale), Life Events Checklist and PTSD Checklist (PCL) and the Social Interaction Anxiety Scale (SIAS); <b>and</b></p> <p>promote evidence-based practices as needed; <b>and</b></p> <p>Communicate with collateral sources when possible and indicated; <b>and</b></p> <p>Produce a written report in the required format; <b>and</b></p> <p>appear in court to provide testimony with regard to the opinion expressed in the written report when ordered by a judge or justice of a court of law; <b>and</b></p> <p>Attend related meetings and trainings as scheduled by the COUNTY; <b>and</b></p> <p>Possess a valid picture government identification; <b>and</b></p> <p>Respond to inquiries via phone and email in a timely fashion; <b>and</b></p> <p>effectively communicate and interface well with professionals and those served.</p>	<p>Bachelor's Degree in Social Work or related field; <b>and</b></p> <p>Two (2) years' experience working with individuals who have substance use or mental health disorders; <b>and</b></p> <p>Two (2) years' experience working in forensic mental health or related experience; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p> <p><i>Master's Degree preferred</i></p> <p><i>CASAC preferred</i></p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	35-40 hours of services/coverage per week for 50 weeks per year

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Resource Assistant		<p>Vendor will provide support services to the Coordinated In-Home Supports Project and the Child and Family Clinical Resource Team including but not limited to the following:</p> <p>coordinate, manage and facilitate communication and information flow between and amongst the various components of the CIHS project—the clinical team, mentors employed by six provider agencies and their supervisors, the families served; <b>and</b></p> <ul style="list-style-type: none"> <li>•develop and maintain systems to manage and track information; <b>and</b></li> <li>•create, maintain, and organize resources, supports, and tools such as picture schedules, social stories, power cards, activities, community venues, etc. <b>and</b></li> </ul> <p>event and activity planning; <b>and</b></p> <p>support mentors and team members as needed; <b>and</b></p> <p>make in-home and community observations and collect data; <b>and</b></p> <p>respond to inquiries via phone, email, and forum posts in a timely fashion; <b>and</b></p> <p>other project work as needed</p>	<p>Minimum Associates Degree</p> <p>Experience working with children on the autism spectrum with challenging behaviors</p> <p>Possess a valid driver's license</p>	<ul style="list-style-type: none"> <li>• Working knowledge of evidence-based practices designed to improve outcomes for children on the autism spectrum</li> <li>• Exceptional organizational, communication and research skills</li> <li>• Experience with various software applications such as Adobe, Excel and Boardmaker</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> </ul>	

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Occupational Therapist Assistant	<p>Child &amp; Family Clinical Resource Team</p> <p>(Coordinated In-Home Supports Project &amp; Family Support)</p> <p>Developmental Disabilities Division</p> <p>County-wide</p>	<p>Vendor will work closely with the members of the Child and Family Clinical Resource Team to provide in-home and/or remote consultation as requested to assess sensory issues impacting learning and problem behaviors; and provide written reports and/or plans and/or support strategies with all required signatures to the COUNTY for distribution; and instruct team members, parents and if available, all current and future mentors on implementation of strategies and/or plans; and communicate and coordinate with others working with the child (e.g., mentor supervisor, teacher, OT, psychiatrist) and ensure consents are current and on file; and review and amend plans as required; and participate in team meetings upon request and availability; and participate in child-specific individual service plan meetings as needed and when scheduled during available days/hours; and document child-specific activities, progress and concerns on the forum; and respond to inquiries via phone, email and forum posts in a timely fashion; and provide group training and consultation to parents and mentors on various topics determined by the team; and contribute to the clinical team's knowledge base by sharing resources, tools and successes; and effectively communicate and interface well with professionals and parents; and demonstrate effective writing skills; and submit documentation of continued education in applied behavior analysis, education of students with autism, supervisory skills or other related area annually.</p>	<p>Associates degree in Occupational Therapy and license and current registration certificate in accordance with NY State Education Law, Article 156; <b>and</b></p> <p>Experience assessing and developing plans to address sensory integration concerns of children on the autism spectrum; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Working knowledge of the principles of applied behavior analysis and other evidence-based practices designed to improve outcomes for children on the autism spectrum</li> <li>• Experience with various software applications such as Adobe, Excel</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> <li>• Effective writing skills</li> <li>• Understanding of autism spectrum and sensory integration as related to behavior, learning, communication, environmental and mental health concerns, and family stressors</li> </ul> <p>Note: Sample plans and notes may be required</p>	<p>As needed, flexible days, evenings, weekends</p>
Clinic Case Manager – Bi-Lingual in Spanish	<p>Various locations throughout Orange County as directed by the Department of Mental Health</p>	<p>Assist with problem solving and removal of barriers associated with poor clinic appointment attendance including outreach phone calls and letters, individual and group re-engagement services; assistance with arranging transportation; Manage insurance company medication prior authorization program in conjunction with the medical staff; Participate in weekly team case reviews; and Provide Reception responsibilities as needed; Manage Primary Care Physician communication process; Schedule initial appointments for new clients that are Spanish-speaking only; Assist in the process of resolving insurance issues; Complete application process to access supplemental services needed by clinic clients as part of their care; Adhere to mental health clinic operational policies and procedures, OCDMH Corporate Compliance Plan and Code of Ethics; Complete all clinical documentation using the OCDMH electronic medical record software; Respond to inquiries via phone and email in a timely fashion; Effectively communicate and interface well with professionals and those served.</p>	<p>Possess at least one (1) year experience working in a community mental health setting; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Ability to effectively communicate and interface well with the professionals and parents</li> <li>• Effective writing skills (both in English and Spanish language)</li> <li>• Sound professional judgment</li> </ul>	<p>35 hours per week</p> <p>To be determined based on needs of clinic days, evenings</p>

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Children's Mental Health Outreach Worker	Various locations throughout Orange County as directed by the Department of Mental Health	<p>Work in partnership with a Family Partner hired through OCDMH's local Family Support program to provide the following: Triage, assess, and immediately respond to all SPOA referrals with priority for children and youth currently receiving inpatient or outpatient services through Rockland Children's Psychiatric Center ("RCPC") to ensure that children/youth at the highest risk of out-of-home placement (including those that have been recently discharged from RCPC or other regional hospitals or those at risk of hospitalization) are quickly engaged in appropriate community-based services to decrease this risk and increase their success with addressing underlying individual and family needs that put them at risk; Partner with the Mobile Mental Health Team, RCPC and other regional hospitals, and community agencies to assist with alternatives to hospitalization; Participate in discharge planning for youth currently inpatient at RCPC to reduce hospital stay and to reduce risk of re-hospitalization; Assist with problem solving and removal of barriers associated with child/youth and families receiving and accepting supports and services to address mental health needs; Participate in weekly team case assignment and case reviews; Adhere to all New York State Office of Mental Health Part Regulatory Guidelines as well as all New York State Medicaid service-delivery and billing requirements as outlined in 14 NYCRR Parts 587 and 588, if applicable, Adhere to operational policies and procedures, OCDMH Corporate Compliance Plan and Code of Ethics; Complete all clinical documentation using designated electronic medical record software; Respond to inquiries via phone and email in a timely fashion; and effectively communicate and interface well with professionals and those served; and maintain current license/certification, if applicable.</p>	<p><b>Licensed</b> in accordance with NY State Education Law, Title 8, article 153, 154, or 163 as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a <b>Limited Permit</b> issued by the New York State Education Department as a Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a master's degree or higher in one of the fields above with experience working or interning in a mental health setting; <b>or</b></p> <p>Bachelor's degree with one (1) year experience working in a mental health setting; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s); <b>and</b></p> <p>If applicable possess National Provider Identification (NPI) Number.</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the professionals and parents</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	<p>20 hours per week</p> <p>To be determined based on needs of clinic days, evenings</p>

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
<p>Outreach Worker for Adult Mental Health</p>	<p>Various locations throughout Orange County as directed by the Department of Mental Health</p>	<p>As a member of the Outreach Team CONSULTANT will provide enhanced staffing to assist in moving identified individuals currently inpatient or residing on the grounds of Rockland Psychiatric Center (RPC) to community residential programs. The scope of work includes, but is not limited to the following: Work in partnership with a team from but not limited to Orange County Adult Single Point of Access (SPOA), Adult SPOA Coordinator, Outreach Team, RPC Discharge Teams in identifying individuals who are ready to be discharged to a community residential setting; Assist with problem solving and removal of barriers associated with identified individual being able to return to a community setting; <b>and</b></p> <p>In conjunction with the RPC Discharge Teams and a community of providers prepare the identified individual for the transition to the agency's residential program; Provide the enhanced assistance to the agency's residential program regarding the identified individual's mental health needs, without replacing the existing staff of the licensed residential program, nor do any of the restorative services; Carry a caseload in accordance with team policies and procedures to maintain the individual in the community; with expectations that the need for the individual to return to RPC, once placed, will not be needed; Have available to the Outreach Team a limited amount of flexible recipient service dollars to address the identified individuals' needs which are unable to be addressed by other means and document the use of these service dollars; Respond to inquiries via phone and email in a timely fashion; Complete all necessary documentation in accordance to operational policies and procedures; and Maintain current professional license and a valid driver's license.</p>	<p><b>Licensed</b> in accordance with NY State Education Law, Title 8, article 153, 154, or 163 as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a <b>Limited Permit</b> issued by the New York State Education Department as a Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a master's degree or higher in one of the above fields with experience working or interning in a mental health setting; <b>or</b></p> <p>Bachelor's Degree in above field with at least five (5) years' experience in a community behavioral health setting; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s); <b>and</b></p> <p>If applicable possess National Provider Identification (NPI) Number.</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface with professionals and those served</li> <li>• Effective writing skills</li> <li>• Sound professional and clinical judgment</li> <li>• Ability to work flexible hours</li> </ul>	<p>35 hours per week</p> <p>To be determined based on needs of clinic days, evenings</p>



**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
<p>Outreach Worker-Nurse for Adult Mental Health</p>	<p>Various locations throughout Orange County as directed by the Department of Mental Health</p>	<p>As a member of the Outreach Team CONSULTANT will provide enhanced staffing to assist in moving identified individuals currently inpatient or residing on the grounds of Rockland Psychiatric Center (RPC) to community residential programs. The scope of work includes, but is not limited to the following:</p> <p>Work in partnership with a team from but not limited to Orange County Adult Single Point of Access (SPOA), Adult SPOA Coordinator, Outreach Team, RPC Discharge Teams in identifying individuals who are ready to be discharged to a community residential setting; Assist with problem solving and removal of barriers associated with identified individual being able to return to a community setting; In conjunction with the RPC Discharge Teams and a community of providers prepare the identified individual for the transition to the agency's residential program; Provide the enhanced assistance to the agency's residential program regarding the identified individual's physical health needs, without replacing the existing staff of the licensed residential program, nor do any of the restorative services; Carry a caseload in accordance with team policies and procedures to maintain the individual in the community; with expectations that the need for the individual to return to RPC, once placed, will not be needed; Have available to the Outreach Team a limited amount of flexible recipient service dollars to address the identified individuals' needs which are unable to be addressed by other means and document the use of these service dollars; Respond to inquiries via phone and email in a timely fashion; Complete all necessary documentation in accordance to operational policies and procedures; and Maintain current professional license and a valid driver's license.</p>	<p>Current New York State registered professional nurse (RN) registration; <b>or</b></p> <p>Licensure to practice as a Licensed Practical Nurse (LPN) in New York State with two (2) years' experience in a community behavioral health setting; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface with professionals and those served</li> <li>• Effective writing skills</li> <li>• Sound professional and clinical judgment</li> <li>• Ability to work flexible hours</li> </ul>	<p>35 hours per week</p> <p>To be determined based on needs of clinic days, evenings</p>

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Community Mental Health Specialist	Various locations throughout Orange County as directed by the Department of Mental Health	<p>As a member of the mental health team, CONSULTANT will carry a caseload. The scope of work includes but is not limited to the following:</p> <p>Community-based assessment, education, treatment, treatment planning, crisis intervention, Individual and group psychotherapy for individuals and families; and adhere to all New York State Office of Mental Health Regulatory Guidelines as well as all New York State Medicaid service-delivery and billing requirements; and complete all clinical documentation using the OCDMH electronic medical record software either concurrently or no later than one (1) business day of the date of service for each patient; <b>and/or</b></p> <p>Receive referrals and make first contact with the referred individual within forty-eight (48) hours of receipt of each referral; and Provide mental health crisis intervention and treatment services to individuals including but not limited to individuals who are victims of sexual abuse or physical abuse, or who have experienced the death of a child or sibling; and Adhere to frequency, duration, and documentation requirements for services as dictated by referral source and/or payor; and attend court appearances as required; <b>and</b></p> <p>Maintain a valid New York State license to practice as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; and supply a valid National Provider Identification (NPI) number; <b>and</b></p> <p>Adhere to mental health clinic operational policies and procedures, OCDMH Corporate Compliance Plan and Code of Ethics; <b>and</b></p> <p>Function as a member of an inter-disciplinary team by participating in case-conferencing with staff and incident-review committee investigations, as needed; and respond to inquiries via phone and email in a timely fashion; and effectively communicate and interface well with professionals and those served.</p>	<p><b>Licensed</b> in accordance with NY State Education Law, Title 8, article 153, 154, or 163 as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>and</b></p> <p>Possess National Provider Identification (NPI) Number; <b>and</b></p> <p>Possess at least one (1) year experience working/interning within the mental health field; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Bilingual in English / Spanish preferred</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	To be determined based on needs of clinic days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Behavior Intervention Specialist I	<p>Child &amp; Family Clinical Resource Team</p> <p>Developmental Disabilities Division</p> <p>County-wide</p>	<p>As a member of the Developmental Disabilities Clinical Resource Team, CONSULTANT will carry a caseload and in accordance with team policies and procedures, provide in-home behavior consultation for children and adults with autism and related developmental disabilities with significant problem behaviors living at home with family members. The scope of work includes, but is not limited to, the following:</p> <p>Conduct functional behavior assessments that includes a review of records, structured interview with parents, direct observation, data collection, analysis of function and various factors affecting behavior, development of a hypothesis under the supervision of a licensed behavior analyst; and develop written support strategies and data-driven behavior intervention plans designed to reduce problem behavior and develop replacement behaviors under the supervision of a licensed behavior analyst; and for plans that include SCIP-R techniques, ensure parental consent is current and on file; and instruct parents and mentors on data collection, implementation of strategies and/or plans specific to the child or adult; and</p> <ul style="list-style-type: none"> <li>•communicate effectively and regularly with community support supervisors; communicate with others as needed with current consent on file; and review and amend plans as required based on data; and attend Individual Service or Life Plan team review meetings as available; and document caseload activities, progress and concerns monthly in the progress notes section of AVATAR by the 15th of the following month; and respond to inquiries via phone, email in a timely fashion; and provide group training and consultation to individuals, parents and mentors; and contribute to the clinical team's knowledge base by sharing resources, tools and successes; and</li> </ul> <p>demonstrate understanding of Strategies for Crisis Intervention and Prevention-Revised (SCIP-R) and when operational, Promote Bridge Training or PROMOTE (Positive Relationships Offer More Opportunities for Everyone) curriculum.</p>	<p>Master's degree in psychology or related field; <b>or</b></p> <p>Bachelor's degree; <b>and</b></p> <p>Three (3) years behavior analytic experience developing and implementing behavior change procedures for children on the autism spectrum designed to reduce, prevent, and replace significant problem behaviors; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p> <p><i>Board Certified Assistant Behavior Analyst® (BCaBA®) and Licensed Certified Behavior Analyst Assistant NYS Education Law, Title 8, Article 167 preferred</i></p>	<ul style="list-style-type: none"> <li>• Understanding of autism spectrum and behavior as related to learning, communication, environmental, sensory and mental health concerns and family stressors; and</li> <li>• Knowledge and understanding of applied behavior analysis and other evidence-based practices designed to improve outcomes for children on the autism spectrum; and</li> <li>• Experience with various software applications such as Adobe, Excel; and</li> <li>• Experience with electronic record keeping; and</li> <li>• Ability to effectively communicate and interface well with professionals and parents; and</li> <li>• Effective writing skills</li> </ul> <p>Note: Sample behavior plans and notes may be required</p>	<p>As needed, flexible days, evenings, weekends</p>

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Behavior Intervention Specialist II	<p>Child &amp; Family Clinical Resource Team</p> <p>(Coordinated In-Home Supports Project &amp; Family Support)</p> <p>Developmental Disabilities Division</p> <p>County-wide</p>	<p>As a member of the Developmental Disabilities Clinical Resource Team, CONSULTANT will carry a caseload and in accordance with team policies and procedures, provide in-home behavior consultation for children and adults with autism and related developmental disabilities with significant problem behaviors living at home with family members. The scope of work includes, but is not limited to, the following: conduct functional behavior assessments that minimally include a review of records, structured interview with parents, direct observation, data collection, analysis of function and various factors affecting behavior, development of a hypothesis; <b>and</b> develop written support strategies and data-driven behavior intervention plans designed to reduce problem behavior and develop replacement behaviors; <b>and</b> for plans that include SCIP-R techniques, ensure parental consent is current and on file; <b>and</b> instruct parents and mentors on data collection, implementation of strategies and/or plans; <b>and</b> communicate effectively and regularly with community support supervisors; communicate with others as needed with current consent on file; <b>and</b> review and amend plans as required based on data; <b>and</b> attend Individual Service or Life Plan team review meetings as available; <b>and</b> document caseload activities, progress and concerns monthly in the progress notes section of AVATAR by the 15th of the following month; <b>and</b> respond to inquiries via phone, email in a timely fashion; <b>and</b> provide group training and consultation to individuals, parents and mentors; <b>and</b> provide consultation to other members of the Developmental Disabilities Clinical Resource Team as directed; <b>and</b> contribute to the clinical team's knowledge base by sharing resources, tools and successes; <b>and</b></p> <p>Obtain certification in Strategies for Crisis Intervention and Prevention-Revised (SCIP-R) and when operational, Promote Bridge Training or PROMOTE (Positive Relationships Offer More Opportunities for Everyone) within the first six months of employment and annual re-certification.</p>	<p>Board Certified Behavior Analyst ® (BCBA®); <b>and</b></p> <p>Licensed Behavior Analyst in accordance with NY State Education Law, Title 8, article 167 or in process; <b>and</b></p> <p>Minimum of three (3) years of experience developing, implementing, and monitoring behavior change procedures with children on the autism spectrum to reduce, prevent and replace significant problem behaviors placing the child at risk of harm to self and/or others; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Deep understanding of autism spectrum and behavior as related to learning, communication, environmental, sensory and mental health concerns and family stressors; and</li> <li>• Expertise in applied behavior analysis and other evidence-based practices designed to improve outcomes for children on the autism spectrum; and</li> <li>• Experience with various software applications such as Adobe, Excel; and</li> <li>• Ability to effectively communicate and interface well with professionals and parents; and</li> <li>• Experience with electronic record keeping; and</li> <li>• Effective writing skills</li> </ul> <p>Note: Sample written plans and notes may be required</p>	<p>As needed, flexible days, evenings, weekends</p>

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Special Project Assistant & Family Navigator	<p>Child &amp; Family Clinical Resource Team</p> <p>(Coordinated In-Home Supports Project &amp; Family Support)</p> <p>Developmental Disabilities Division</p> <p>Primary Location is Goshen but may need to travel to other locations</p>	<p>CONSULTANT will provide support services to the Developmental Disabilities Division including but not limited to the Coordinated In-Home Supports (CIHS) Project, the Clinical Resource Team and the Orange County Community Supports Initiative (OCCSI) and provider information/referral including, but not limited to the following:</p> <p>coordinate, manage and facilitate the flow of communication between and amongst the clinical team, families; community support providers and care managers involved with the CIHS Project; the team, families and care managers served through the Family Support grant; <b>and</b> maintain client records in AVATAR and other locations; <b>and</b> coordinate the creation and maintenance of reports needed with county employees; <b>and</b> maintain and organize information, team resources and tools; <b>and</b> organize annual training and maintain training records for all mentors; <b>and</b> Participate and/or facilitate in-person and virtual trainings to provide parent perspective; <b>and</b> provide forms, picture schedules, icons to mentors, parents, team members as requested; <b>and</b> respond to inquiries via phone, email and forum posts in a timely fashion; <b>and</b> assist families seeking services/support and direction to navigate the system by providing information on a variety of topics including but not limited to the developmental disabilities system in Orange County, NYS OPWDD eligibility, etc.; <b>and</b> other project work as needed</p>	<p>Parent of a child or young adult with a developmental disability; <b>and</b></p> <p>Ability to run all software applications required for the job from home; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Working knowledge of evidence-based practices designed to improve outcomes for children and adults on the autism spectrum; and</li> <li>• Understanding of the educational and developmental disabilities systems in Orange County including services, providers, policies and protocol; and</li> <li>• Exceptional organizational skills; and</li> <li>• Experience with various software applications such as Adobe, Excel, electronic records; and</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> </ul>	Daytime with some Evenings and weekends Required

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Mental Health Nurse	Various locations throughout Orange County as directed by the Department of Mental Health	<p><b>CONSULTANT</b> will provide nursing services, including administration of injectable medication to individuals enrolled in the County operated mental health clinics. The scope of work includes, but is not limited to the following:</p> <p>Work in partnership with the clinical services division to provide nursing services, including but not limited to administration of injectable medication, to individuals in clinic and home based settings; <b>and</b> Provide review of health nursing assessments <b>and</b> recommendations as needed; <b>and</b> maintain a valid New York State license to practice nursing and a National Provider Identified (NPI) number; where applicable, adhere to all New York State Office of Mental Health Part 599 Regulatory Guidelines as well as all New York State Medicaid service-delivery and billing requirements as outlined in 14 NYCRR Parts 587 and 588; adhere to mental health clinic operational policies and procedures, OCDMH Corporate Compliance Plan and Code of Ethic; <b>and</b> complete all clinical documentation using the OCDMH electronic medical record software (Avatar) either concurrently or no later than one (1) business day from the date of service for each patient; <b>and</b> function as a member of the clinic inter-disciplinary team by participating in case-conferencing with staff and incident-review committee investigations, as needed; <b>and</b> respond to inquiries via phone and email in a timely fashion; <b>and</b> effectively communicate and interface well with professionals and those served.</p>	<p>Current New York State registered professional nurse (RN) registration; <b>or</b></p> <p>Licensure to practice as a Licensed Practical Nurse (LPN) in New York State with two (2) years' experience in a community behavioral health setting; <b>and</b></p> <p>Possess National Provider Identifier (NPI) Number; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface with professionals and those served</li> <li>• Effective writing skills</li> <li>• Sound professional and clinical judgment</li> <li>• Ability to work flexible hours</li> </ul>	As needed, flexible days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Data Surveillance Coordinator	Various locations throughout Orange County as directed by the Department of Mental Health	<b>CONSULTANT</b> will provide data surveillance services and will report to the Project Manager, with additional oversight by Columbia University’s Research Coordinator. The scope of work includes, but is not limited to the following: Collection of data on primary outcome (opioid overdose deaths) and secondary outcomes (non-fatal opioid overdose, number and % of people screened for OUD, linked to medication treatment for opioid use disorder (MOUD) from Orange County records, NYS HEALing Communities Study provider agencies, and Orange County data bases; and Conduct data cleaning and transfer data to investigative team and data coordinating center; and Prepare study reports on surveillance; and Work with NYS DOH and Orange County Department of Mental Health Commissioners to improve surveillance on opioid use related indicators; and provide feedback on data points, functioning and usability of data dashboard and design.	Masters in Epidemiology, Bioinformatics, or Biostatistics; <b>and</b>  2+ years of related experience; <b>and</b>  Data management/processing skills and experience; <b>and</b>  Ability to travel across Orange County and to New York City for meetings; <b>and</b>  Ability to work flexible hours; <b>and</b>  Possess a valid driver’s license; <b>and</b>  Pass required background check(s).  <i>Experience with electronic health records strongly preferred.</i>	<ul style="list-style-type: none"> <li>• Ability to effectively communicate and interface with professionals and those served; and</li> <li>• excellent written and oral communication skills; and</li> <li>• Sound professional judgment</li> <li>• Experience with various software applications</li> </ul>	As needed flexible days, evenings

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Behavioral Intervention Specialist Assistant	Various locations throughout Orange County as directed by the Department of Mental Health	<p>As a member of the Developmental Disabilities Child and Family Clinical Resource Team, and under the supervision of a Behavior Analyst, CONSULTANT will carry a caseload and in accordance with team policies and procedures, provide in-home behavior consultation for children with autism and significant problem behaviors living at home. The scope of work includes, but is not limited to, the following: Collaborate with team members to conduct a functional behavior assessment that minimally includes a review of records, structured interview with parents, direct observation, data collection, analysis of function and various factors affecting behavior, development of a hypothesis; and develop written support strategies and/or collaborate with team members on data-driven behavior intervention plans that include development of replacement behaviors; and work with parents, new and future mentors to model support strategies and behavior intervention plan implementation; and work with parents, new and future mentors on data collection methodologies; and work with new mentors on organizational skills, documentation, identifying and developing activities to support community habilitation plans; and serve as the communication link between the Project, the team and mentors; and communicate and coordinate with others working with the child (e.g., mentor supervisor, teacher, OT, psychiatrist) and ensure consents are current and on file; and review and amend plans as required based on data; and participate in team meetings monthly; and participate in child-specific individual service plan meetings when scheduled during available days/hours; and document child-specific activities, progress and concerns on the forum; and respond to inquiries via phone, email and forum posts in a timely fashion; and contribute to the clinical team's knowledge base by sharing resources, tools and successes; and effectively communicate and interface well with professionals and parents; and demonstrate effective writing skills; and develop and manage a system to ensure that the team's completed, current plans with signatures are maintained on file, reviewed and updated within required timeframes; and organize group activities for mentors and children; and provide forms, picture schedules, icons to mentors, parents, team members as requested; and maintain certification in Strategies for Crisis Intervention and Prevention-Revised (SCIP-R) and when operational, Promote Bridge Training OR PROMOTE (Positive Relationships Offer More Opportunities for Everyone and provide copy to COUNTY; and maintain certification; and other duties as assigned.</p>	<p>Bachelor's degree in psychology or related field and current certification as an assistant behavior analyst by the Behavior Analyst Certification Board; <b>or</b></p> <p>HS diploma and current certification as a Registered Behavior Technician; <b>and</b></p> <p>Possess at least three (3) years of experience developing and implementing behavior change procedures for children on the autism spectrum designed to reduce, prevent, and replace significant problem behaviors placing the child at risk of harm to self and/or others. This includes demonstration of fidelity to the practice of applied behavior analysis; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p> <p><i>Licensure in accordance with NYS Education Law, Title 8, Article 167 preferred;</i></p>	<ul style="list-style-type: none"> <li>• Working knowledge and understanding of applied behavior analysis and other evidence-based practices designed to improve outcomes for children on the autism spectrum</li> <li>• Experience with various software applications such as Adobe, Excel</li> <li>• Ability to effectively communicate and interface well with professionals and parents</li> <li>• Experience with electronic record keeping</li> <li>• Effective writing skills</li> <li>• Understanding of autism spectrum and behavior as related to learning, communication, environmental, sensory and mental health concerns and family stressors</li> </ul> <p>[Note: Sample written plans and notes may be required prior to award of contract.]</p>	Daytime with some Evenings and weekends Required



**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Community Engagement Facilitator	Various locations throughout Orange County as directed by the Department of Mental Health	<p>The Community Engagement Facilitator (CEF) serves a key role in the HEALing Communities Study (HCS), a large, multi-site clinical trial being led in New York State by Columbia University School of Social Work. The study will use community engaged methods to unite experts and community stakeholders to narrow service gaps and reduce opioid overdose deaths across New York. The study will be carried out across sixteen communities throughout the state with the ultimate goal of reducing opioid deaths by 40%. A CEF will be retained in each community. He/she will support the implementation of the HCS intervention and report to the local Project Manager in Orange County.</p> <p>Each CEF will work directly with a local community coalition and support them in:</p> <ol style="list-style-type: none"> <li>1. Assessing community priorities, strengths, and needs related to opioid overdose.</li> <li>2. Facilitating the creation of a community action plan reflective of stakeholder priorities and expertise. The CEF will then work closely with HCS county staff, community partners and the HCS research team to facilitate the implementation of the community action plan in both community and clinical settings. This includes coordinating trainings for coalition members and local stakeholders to support evidence-based practice within the HCS and providing direct support to coalition and organizational champions. The CEF will provide ongoing support to communities to ensure fidelity to chosen interventions. They will be a primary point of contact for community coalitions and clinical partners, facilitating strong working relationships with the study team.</li> <li>3. The CEF will support the overall goals of the HCS intervention, focusing on Community Engagement and the Care Continuum.</li> </ol>	<p>B.A. public health, social work, or related field; <b>or</b></p> <p>Three (3) years cumulative experience in community engagement, behavioral health, or program coordination. Substance use disorder related experience a plus.</p>	<ul style="list-style-type: none"> <li>• Ability to work in an interdisciplinary team; and</li> <li>• Ability to assess community priorities, strengths, needs related to Opioid Overdoses;</li> <li>• Advanced facilitation skills; and</li> <li>• Ability to effectively communicate and interface well with the public;</li> <li>• Excellent interpersonal and communication skills (oral and written);</li> <li>• Familiarity with community resources;</li> <li>• Flexibility and adaptability to shifting priorities and deadlines;</li> <li>• Keen sense of social justice in health equity work with experience navigating issues of cultural humility and power;</li> <li>• Ability to travel independently to multiple locations throughout the county and occasionally to meetings at Columbia University;</li> <li>• Ability to maintain strict confidentiality of all personal/community coalition information;</li> <li>• Proficiency in Microsoft Office and Google Suite applications;</li> <li>• Sound professional judgment.</li> </ul>	

**2023 ROLLING REQUEST FOR QUALIFICATIONS FOR CONTRACTUAL POSITIONS  
ORANGE COUNTY DEPARTMENT OF MENTAL HEALTH POSITION SUMMARY TABLE**

Position	Program(s) & Work Location(s)	Scope of Services	Qualifications	Required Skill Sets	Work Hours
Community Mental Health Specialist Trainee	Various locations throughout Orange County as directed by the Department of Mental Health	<p>As a member of the mental health clinic team, CONSULTANT will carry a caseload. The scope of work includes but is not limited to the following:</p> <p>Community-based assessment, education, treatment, treatment planning, Individual and group psychotherapy for individuals and families; and adhere to all New York State Office of Mental Health Regulatory Guidelines as well as all New York State Medicaid service-delivery and billing requirements; and complete all clinical documentation using the OCDMH electronic medical record software either concurrently or no later than one (1) business day of the date of service for each patient; <b>and/or</b></p> <p>Receive referrals and make first contact with the referred individual within forty-eight (48) hours of receipt of each referral; and Provide mental health crisis intervention and treatment services to individuals including but not limited to individuals who are victims of sexual abuse or physical abuse, or who have experienced the death of a child or sibling; and Adhere to frequency, duration, and documentation requirements for services as dictated by referral source and/or payor; and attend court appearances as required; <b>and</b></p> <p>Maintain a valid New York State limited permit, license, or be working towards licensure to practice as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; and supply a valid National Provider Identification (NPI) number; <b>and</b></p> <p>Adhere to mental health clinic operational policies and procedures, OCDMH Corporate Compliance Plan and Code of Ethics; <b>and</b></p> <p>Function as a member of an inter-disciplinary team by participating in case-conferencing with staff and incident-review committee investigations, as needed; and respond to inquiries via phone and email in a timely fashion; and effectively communicate and interface well with professionals and those served.</p>	<p>Possess a <b>Limited Permit</b> in accordance with NY State Education Law, Title 8, article 153, 154, or 163 as a Clinical Social Worker, or Master Social Worker, or Mental Health Counselor, or Psychologist, or Marriage and Family Therapist, or Psychoanalyst, or Creative Arts Therapist; <b>or</b></p> <p>Possess a master's degree or higher in one of the fields above and have applied for limited permit or licensure; and</p> <p>experience working or interning in a mental health setting; <b>and</b></p> <p>If applicable possess National Provider Identification (NPI) Number; <b>and</b></p> <p>Possess a valid driver's license; <b>and</b></p> <p>Pass required background check(s).</p>	<ul style="list-style-type: none"> <li>• Experience with various software applications</li> <li>• Experience with electronic record keeping</li> <li>• Ability to effectively communicate and interface well with the public</li> <li>• Bilingual in English / Spanish preferred</li> <li>• Effective writing skills</li> <li>• Sound professional judgment</li> </ul>	To be determined based on needs of clinic days, evenings