

## **JOB DESCRIPTION**

### Counseling and Consulting Services Therapist

The Counseling and Consulting Services Therapist is a member of AuSM's Counseling and Consulting Services (ACCS) team, and reports to the Sr. Director of Finance and Operations. The therapist provides therapeutic services to youth and adults with autism spectrum disorder (ASD), and their families, to help them better cope with mental health challenges related to autism, including assessments and evaluations to diagnose ASD. The therapist will play a critical role in serving the needs of ACCS clients, and promoting AuSM's expertise in ACCS issues, related to autism. Salaried therapists receive a fixed-rate of income each month. Non-salaried therapists receive a percentage of all client fees recouped by AuSM; the percentage and terms of payment will be determined in writing with each non-salaried therapist.

### **Responsibilities**

#### **Therapy:**

- Facilitates individual and/or group therapy sessions, and conducts evaluations for autism
- Recruit and retain clients for AuSM's ACCS program
- Maintain a well mannered professional relationship with clients
- Participate in the growth of AuSM's ACCS program
- Complete all client reports and notes in a timely and accurate fashion
- Assist AuSM's lead billing staff, as needed, with records and information necessary to file client insurance claims and receive payment
- Follow all HIPPA and regulatory guidelines, as well as meeting professional ethics requirements
- Maintain active licensure, including the completion required continuing education
- Attend and participate in AuSM staff meetings and mental health meetings, within work-schedule parameters
- Provide guidance & consultation to AuSM staff on ACCS topics for presentations, clients and customers as needed
- Consult with Licensed Psychologist when necessary and appropriate
- Makes appropriate referrals for therapy needs prior to the termination of treatment.

#### **Other Duties**

- Assist with facilitation of AuSM support groups
- Represent AuSM at events and functions
- Facilitate trainings and classes related to ACCS issues and other areas of expertise and interest
- Serve on internal or external committees/taskforces to represent AuSM or the autism community as needed
- Other duties as assigned

## **Skills**

### Required

- Completion of Masters degree course work and internships in clinical program, or currently serving under supervision of a qualified AuSM provider
- Knowledge of ASD and common mental health challenges related to the condition
- Considerable knowledge of community resources related to ASD and mental health
- Coordination of clinical services.

### Preferred

- Licensed in discipline by appropriate board(s)
- Completion of Doctoral degree course work
- Enrolled as Medicare-eligible provider

For interested applicants, please send cover letter and resume to Dawn Brasch at [dbrasch@ausm.org](mailto:dbrasch@ausm.org).