

Job Title: Psychiatrist (Contractor/Consultant)

Reports To: CCO or COO

About CLARE | MATRIX: CLARE | MATRIX is a nonprofit organization providing effective and compassionate treatment, recovery, and prevention services for alcoholism and substance abuse to individuals, families, and the community.

Since 1970 CLARE | MATRIX has provided quality substance abuse and mental health treatment to men, women, and children in southern California.

Through programs run by a compassionate, committed, results-oriented team of counselors, therapists, and administrators, CLARE | MATRIX continues to build its reputation as a leader in Evidence-Based Treatment practices and continues to break new ground in the areas of positive outcomes, outreach, research, and community involvement.

Headquartered in Santa Monica, CA CLARE | MATRIX maintains 18 facilities in the southern California region; providing services to participants in a manner consistent with its Core Values: Compassion, Teamwork, Integrity, Empowerment and Adaptability.

Appointment: The Psychiatrist is a Contractor. This professional possesses experience, knowledge, and skills in the provision of the services.

Responsibilities and Duties:

- The contractor will provide psychiatric assessment and evaluation services for CLARE | MATRIX within 24 hours of admission in electronic form based on the agreed schedule
- Provide a minimum of weekly hours TBD by Consultant Agreement.
- Provide minimum hours of direct patient visits, as needed to ensure smooth mental health and co-occurring treatment services
- Provide individual Medication Consultation and follow-up treatment sessions as appropriate for the patient in treatment, including responding to emergency calls from treatment team within 60 minutes
- Documentation may include writing of prescriptions and calling prescriptions into preferred pharmacies
- Ongoing monitoring and management of medication and medically assisted treatments
- Order, review and signoff on all orders, Urine Analysis Orders, and documentation in relation to upholding DHCS, CLIA and CCL licenses and CARF accreditation
- Coordination of client/patient care needs with other treatment team members
- Review and sign off on treatment plans as required
- Complete disability forms as necessary



COMPASSION – TEAMWORK – INTEGRITY – EMPOWERMENT – ADAPTABILITY

- Conduct UR peer reviews when necessary
- In alignment with the standard of care, remain available to answer calls regarding patient emergencies 24/7 for assigned clients. Responding to phone calls from clinical staff concerning clinical changes in clients that require a psychiatrist's guidance
- Clear, concise, timely and legible documentation of assessment, evaluations and follow-up evaluations and services
- Complete billing sheets daily and submit to CLARE | MATRIX billing team
- Other mutually agreed upon duties as required as the Physician of record
- Be X-waivered or willing to take training to become X-Waivered

Knowledge, Experience & Skills:

The ideal candidate will have a strong understanding of the client care landscape. The following are strongly desired:

- Licensed Psychiatrist , Active CA license
- X-waivered or willing to take training to become x-waivered

Physical Demands:

While performing the responsibilities of the job, the employee is required to talk and hear. The employee is often required to sit and use their hands and fingers, to handle or feel. The employee is occasionally required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch or crawl. Vision abilities required by this job include close vision.

These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of the job. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions.

Work Environment:

This job will be primarily located at the CLARE | MATRIX offices in Santa Monica, CA. While performing the responsibilities of the job, these work environment characteristics are representative of the environment the job holder will encounter. Reasonable accommodations may be made to enable people with disabilities to perform the essential functions of the job.

Conclusion:

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by job holders within this job. But, this job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities or working conditions associated with the position.





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By my signature I acknowledge that I have received and reviewed a copy of this job description:

Employee Printed Name and Signature

Date

CLARE | MATRIX is an equal opportunity/affirmative action employer. CLARE | MATRIX does not discriminate because of gender, sexual orientation, race, religion, age or physical, mental or sensory challenges. No qualified applicant will be denied employment sole on the basis of having or not having a prior history of alcoholism or other drug addiction.

