



Position: Site Clinical Supervisor

Requirements: A master's degree in Social Work, Counseling, or a closely related field. Must have three years' supervisory experience in a not-for-profit setting and 7 years clinical experience in the field of Chemical Dependence. Candidate must demonstrate a commitment to working as part of a multi-cultural staff to provide culturally appropriate services to a widely diverse client population. Must have valid NYS driver's license.

Reports To: Clinical Services Director

Duties: The Site Clinical Supervisor is responsible for the Clinical operation of the Outpatient Clinic. He/she acts as a liaison between the Administration at the Corporate Office and the site. The candidate will also be responsible for facilitating treatment group(s).

- Assists in development, implementation and management of OASAS policy and procedures
- Works with the Director of Quality Improvement to ensure all records comply with OASAS regulations
- Reviews random sampling of charts for each team member on a monthly basis
- Tracks and reports daily attendance to the Director of Clinical Services
- Works with the Director of Patient Accounts to resolve any billing issues related to clinical record keeping
- Provides direct clinical services in individual or group setting
- Conducts outreach visits as a way to generate referrals
- Tracks the outcomes of outreach visits
- Assume duties of Clinical Supervisor in his/her absence
- Must abide by and comply with all aspects of Huther Doyle's Compliance Program
- Performs other duties as assigned

Please forward resume to:

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