



MAGISTRATE COURT OF DEKALB COUNTY

Misdemeanor Mental Health Court

<https://dekalbcountymagistratecourt.com/misdemeanor-mental-health-court/>

Misdemeanor Mental Health Court (MMHC) Clinical Evaluator

Position Title: Misdemeanor Mental Health Court Clinical Evaluator/Full-time FLSA: Exempt
Position Salary: \$50,784 - \$63,480
Position Location: DeKalb County Courthouse
556 North McDonough Street, Decatur, Georgia 30030

Position Summary:

- Evaluates referrals assigned to MMHC; performs initial assessment interviews; evaluates participants' biopsychosocial capabilities, risk, and treatability; requests access to and obtains medical and behavioral health records; schedules drug screenings for potential participants; and notifies coordinator and interdisciplinary team or other involved parties of assessment and screening results.
- Reviews medical records and other pertinent documents; determines the need for mental health or substance use treatment, structured activities, or other evidence-based treatment modalities; discusses treatment plan recommendations with potential participants, MMHC interdisciplinary team, and case managers; reviews MMHC expectations with participants; resolves concerns/issues about case management or treatment plans; evaluates and recommends changes to plans as necessary and maintains clinical files and records; and links participants to other ancillary services as needed.
- Conducts comprehensive psychosocial assessments with clients at the jail, office, home, or virtually; manages ongoing clinical assessments for competency and stability, and level of functioning; determines primary issues by obtaining mental health, medical, substance use, and cognitive history; determines resources including housing, family support, work history, SSI, Medicaid, and Medicaid Waiver; obtains the release of information for records and collaborates with community providers; interviews family members for collateral information by phone, in-office, or virtually; refers individuals to intensive treatment services, if needed; writes reports; assesses and submits lay affidavits for Probate Court to facilitate admission to a mental health facility and meets and discusses clinical recommendations with interdisciplinary team; and maintains case files for individuals referred to MMHC.
- Develops and monitors holistic treatment and case management plans to reduce recidivism; processes referrals for mental health counseling; completes and submits pre-release SSI applications; completes all SSA forms with the client; coordinates with SSA and delivers packets; monitors SSI pre-release process to ensure completion with SSA; follows up with SSA and the Adjudicator's office; processes referrals for individuals with a dual diagnosis; and communicates with providers regarding social history.
- Participates on MMHC interdisciplinary team; attends weekly staff meetings and facilitates meetings in the absence of the coordinator; provides clinical perspective and feedback regarding referrals and active participants to MMHC team; collaborates with team members to evaluate participant progress; relays screening, mental health provider diagnosis, and other information to the team; and maintains individual participant records.
- Conducts Level of Service/Case Management Inventory (LS/CMI) assessments with clients to determine criminogenic risk factors.
- Researches and identifies new treatment providers within the community in conjunction with the court coordinator.
- Assists in ensuring the accuracy and follow-through of federal, state, and local grant requirements in conjunction with the court coordinator.

- Maintains procedures for confidentiality and release of criminal, medical, and behavioral health history information, and court adherence to and compliance with HIPAA and established federal, state, and local standards and guidelines.
- Serves as a liaison with program participants and the court; maintains communication with participants; provides support and encouragement; identifies a need for and provides appropriate interventions; ensures participant compliance with established case management and treatment plans; alerts interdisciplinary team regarding concerns, problems, and compliance issues; and schedules random site visits, drug screens or other monitoring activities.
- Assists with compiling, analyzing, and monitoring data for MMHC evaluations.
- Assures continuity of care for all MMHC participants.
- Attends and participates in weekly court sessions.

*The foregoing duties and responsibilities for the position are normal and are not construed as exclusive or all-inclusive. Other related duties may be required or assigned.

Minimum Requirements:

Master's degree in Social Work, Psychology, Sociology, Counseling or related field preferred; one year of experience in clinical assessments or three to five years of experience in social work, behavioral health, accountability courts, or related field. Direct knowledge or experience working with the mental health court model is preferred.

Must possess and maintain a valid Georgia driver's license and must possess and maintain licensure as a Master Social Worker (LMSW).

Preference is given to applicants who are LCSW or LPC, and to applicants who are certified in Thinking for Change, DBT, substance use treatment and training, or other cognitive-behavioral therapy and experience providing clinical case management. Basic computer proficiency necessary (MS Word, MS Outlook, Internet, PowerPoint, etc.).

Application Deadline:

Please submit a cover letter, resume, professional references and salary history to Sharla Y. Taylor, Coordinator, at [syttaylor@dekalbcountyga.gov](mailto:sytaylor@dekalbcountyga.gov) by 5:00 pm Friday, May 20, 2022. Please include the job title in the subject line.