

# **JOB OPENING**

**SERTOMA CENTRE, INC.**  
**4331 West Lincoln Highway, Suite E**  
**Matteson, IL 60443**

**POSITION TITLE:** Crisis Assessment Screener (On-Call)  
Part-Time

**POSITION REPORTS TO:** Crisis Services Supervisor

**POSITION SUPERVISES:** None

## **POSITION SUMMARY:**

The Crisis Assessment Screener is responsible for conducting crisis assessments and providing effective linkage to individuals with psychiatric disorders presented at emergency rooms to determine the appropriate level of care. This position consults with collaterals, provides referrals and linkage, ensures transportation to the appropriate level of care, and communicates with all relevant parties. This position completes all necessary assessments and documentation in accordance with Sertoma policy, Rule 132, payers, and accreditation bodies. This position requires use of a privately owned vehicle to travel to and from assessments and to provide linkage.

This is an on-call position, working at least 4 8-hour shifts a month.

## **QUALIFICATIONS:**

1. Qualified Mental Health Professional (QMHP), with Master's Degree in counseling, social work, psychology, or related field required. LCPC or LCSW preferred.
2. Minimum of two years experience providing mental health assessments in an emergency room or performing crisis intervention in a multi-disciplinary setting is preferred. Minimum two years experience working with individuals with severe mental illness and an understanding of the recovery model required.
3. Solid understanding of the criteria for diagnosing mental health/substance abuse and ability to formulate a five axis diagnosis. Able to evaluate functional level, presentation of mental illness, and level of risk. Ability to organize assessment information and inputs from a variety of sources for report writing.
4. Must be self-motivated and work well with minimal supervision.
5. Experience with mental health services community resources networking and Medicaid Rule 132 documentation and billing requirements preferred.
6. Willing to respond to on-call pages and be at hospital site within ninety minutes of call.
7. Excellent written and oral communication skills to serve as liaison to primary referral sources, families, community, and partner agencies.
8. Valid Illinois driver's license and documentation of current auto insurance, with a good driving record and car available.
9. Proficiency in the use of computers and working knowledge of Microsoft Word and Outlook applications.
10. Must be able to work a minimum of four on-call shifts per month to respond to calls for crisis screenings.
11. Willingness to be on call for overnight, evening, weekend, and holiday shifts.

## **ONLY ONLINE APPLICATIONS WILL BE ACCEPTED**

If interested, please apply online via our website, [www.sertomacentre.org](http://www.sertomacentre.org), and click on "Job Opportunities."