



# Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## **JOB ANNOUNCEMENT**

**JOB TITLE:** Substance Use Disorder Professional II  
(SUDP II)

**\*\*Re-Advertise\*\***

**OPEN:** February 13, 2023

**EXEMPT:** No

**SALARY:** Grade 10 (\$30.42 - \$34.26)

**SHIFT:** Day

**LOCATION:** LHSC & New Life Center

**DURATION:** Grant Ends 8/30/23

**CLOSES:** Until Filled

**JOB CODE:**

**DIVISION:** General Manager

**DEPARTMENT:** LCS

**SUPERVISOR:** CCBHC-Proj. Director

**VACANCIES:** 1

**JOB SUMMARY:** Lummi Counseling Services has expanded its program to provide Mental Health-Substance Use Disorder (MH-SUD) support by opening a 24/7 Secure Withdrawal Detoxification center. The Certified Community Behavioral Health-Expansion (CCBHC-E) is a grant given to support “increased access to improve the quality of community MH-SUD treatment services”. The Substance Use Disorder Professional (SUDP) will provide services to the 24/7 Secure Withdrawal Detoxification clients & to Level 1 Outpatient/Level 2.1 Intensive Outpatient persons. Individual services functions performed by SUDP include screening for eligibility, intake to programs, orientation to program goals and rules, client assessments, group counseling, crisis intervention, client education, referrals, report, and record keeping, consultation with other professionals regarding client treatment services, and ADIS. The SUDP will work closely with the courts, with Drug Court participants, and with Whatcom County Jail for clients needing inpatient treatment.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

1. Conduct assessments using ASAM PPC 3<sup>rd</sup> and supportive criteria for a diagnosis using a DSM V. SUDP will also be encouraged to use testing tool such as SASSI, Substance Use History, MAST, Opioid and DAST.
2. Willing to facilitate Level I Outpatient/Aftercare and Relapse Prevention counseling for individuals struggling with SUD and counseling to entire families encouraging family participation in the recovery process.
3. Provide Level 2.1 Intensive Outpatient (IOP) for individuals in need of a more clinical monitoring.
4. Individuals in need of a higher level of care will work with assigned counselor to ensure all documents are submitted to obtain a proper placement for residential.
5. As part of the Opioid Response, counselors are to be aware of signs and symptoms of Opioid Withdrawal and offer a referral to a withdrawal management program or detoxification program.

6. Fully inform all individual seeking services regarding fees, the purpose of medical insurance and if required navigating services to obtain medical insurance coverage.
7. Proficient in maintaining files and case management according to requirements of Lummi Counseling Services to comply with WA State Administrative Code (WAC).
8. Submit monthly reports to clinical supervisor and provide a monthly report to referents as described in WAC.
9. Must have competency in understanding emergent /nonemergent reporting as described in WAC. Emergent non-compliance is to be reported to referents within 24-hour period, non-Emergent non-compliance have 10 days to be addressed the individuals who is in non-compliance.
10. Knowledgeable of continuum of care based on individual treatment needs and documentation progress by maintaining updated treatment goals and progress notes.
11. Utilize referral resources including self-help support groups and other agencies that address spiritual, emotional, physical and mental needs of client and are beyond the scope of services at Lummi Counseling Services appropriately.
12. SUDP will utilize various methods of utilizing available videos, literature, didactics to promote holistic approaches and evidence base practices.
13. SUDP will provide record of all services conducted outside the agency, or other task such as referral to an opioid treatment or program, and all transportations requested.
14. SUDP are to follow all policies and procedures as placed by LIBC and LCS.
15. SUDP must have competency of all SUD services and requirements as stated by Washington State WAC and State/Federal Laws regarding confidentiality.
16. SUDP will be required to attend weekly staffing for Continue to education, staffing files and giving insight to workflow, and comprehensive understanding of program expectation.

#### **MINIMUM QUALIFICATIONS:**

- Must possess a valid WA State Certification in Substance Use Disorder Professional (SUDP) in good standings; and
  - Three (3) years of experience as a SUDP.
- Bachelor's degree in Human Services, Psychology, Social Work, or related field, *preferred*.
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

#### **KNOWLEDGE, ABILITIES AND SKILLS:**

- Experience working with Native American adults, adolescents, and children *preferred*.
- Computer skills and software use experience using Microsoft Office 365
- Experience and knowledge of the Lummi Court System and willing to serve as a Court Liaison
- Must possess a clear understanding of HIPPA and CFR 42 Part 2
- Ability and willingness to respond to emergency and/or crisis situations.
- Ability to be culturally and spiritually sensitive to targeted Native American population.
- Positive role model; no dysfunctional habits, attitudes, or actions.
- Experience recording client information and record keeping into computer (EHRS) Electronic Health Record System (Methasoft).
- Communication skills are a must for representing clients in court and speaking to court officials on behalf of client.
- Ability to adhere strictly to chain of custody regulations and law when transporting incarcerated client to and from treatment.
- Work with grants acquired by Lummi Counseling Services (LCS) and provide reports to assigned supervisor of the designated grant.

**REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to successful and extensive criminal background check, CAMIS background check
- Must be alcohol and drug abstinence for three years; and will be subject to random urinalysis upon hiring.
- Must be actively working on completing a degree to obtain a SUDP license
- Must be reliable and dependable to show up to workstation
- Must be competent regarding culture diversity and have an understanding or willingness to gain an understanding of AI/AN culture beliefs, spiritual beliefs and practices and traditions
- Completed an HIV/AIDS and Airborne pathogens 8-hour training or willing to take the next available class.
- Must provide evidence of CPR training or be willing to register for the next available CPR training.

**TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov). For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.