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#### **Job Description**

### **Lead Outpatient Group Specialist - Parthenon Pavilion IOP – FT**

**( Job Number: 00001-44952)**

#### **Work Location**

: United States-Tennessee-Nashville-Centennial Medical Center

#### **Schedule**

: Full-time

#### **Description**

**TriStar Centennial Medical Center – Nashville, TN**

#### **Lead Outpatient Group Specialist**

Our 657 bed hospital is both nationally and locally recognized, including being named as one of the nation's Top 100 Hospitals in the areas of cardiology, stroke, orthopedics and breast cancer management. As a result of the continued advances in quality care, many improvements in all areas of healthcare have been made and thousands of lives have been significantly impacted. This position will play a key part in continuing our success!

The Lead Outpatient Group Specialist facilitates groups, documents in the patient record, oversees performance improvement, assists with utilization review, assists with curriculum development, serves to maintain the safety of clients, and is an integral part of the interdisciplinary treatment team.

Centennial Medical Center is currently looking for a **Lead Outpatient Group Specialist**.

#### **Responsibilities:**

1. Facilitates groups
2. Documents patient care, as appropriate, in an accurate, descriptive, non-judgmental way
3. Completes assessments including those associated with admission and the psychosocial
4. Client benefits coordination and updates
5. Oversees Process Improvement
6. Recommends new approaches, policies and procedures to effect continual improvements in quality and efficiency of department and services performed
7. Leads interdisciplinary treatment team
8. Assists with orientation and training of new staff as assigned
9. Assists Director as assigned
10. Participates in staff meetings and attends other meetings and seminars/professional development as requested
11. Adheres to policies and procedures of department, Parthenon Pavilion, and TCMC
12. Maintains compliance with federal, state, and other governing bodies such as JCAHO
13. Supports the facility's Standards of Performance and ICARE values

**Qualifications**

1. Master's Degree in Psychology or similar field is required
2. Minimum of 3 years experience working with clients in a behavioral health setting
3. Minimum of 1 year experience in group facilitation in a behavioral health setting
4. LCSW, LMSW, or LPC-MHSP
5. Experience with utilization review
6. Experience developing curriculum preferred
7. Current BLS certification or within 3 months of hire date
8. Current CPI certification or within 6 months of hire date
9. Interpersonal skills to successfully interact with clients, families, staff, physicians, community providers, third party payers
10. Demonstrated experience with Microsoft Office Suite including Word, Excel, Power Point, and Outlook