

CLIENT NAME

Address, City, State ♦ (123) 455-8888 ♦ clientname@yahoo.com

LICENSED CLINICAL BEHAVIORAL HEALTH PROFESSIONAL

A Recognized Expert in Mental Health, Experienced in All Aspects of Case Management

Highly motivated and respected and nationally Board Certified Counseling professional with over twenty-five year's clinical experience in Community Mental Health. Twenty years of progressive managerial roles within the Behavioral Health field continually expanding knowledge and skill base with a personal dedication to meet the needs of diverse client populations while utilizing best practice approaches. Developed and consistently met strategic program goals; effective in cultivating and nurturing a high degree of staff cohesion. Spearheaded atmosphere of responsibility and accountability which lead to overseeing programs that meet 100% compliance standard for both State and National Certification; effectively and efficiently improved overall access to care by establishing and maintaining high quality, cost-effective services.

- **Innovative Clinical Program Implementation:** Created inventive programs in order to involve at-risk and hard to engage clients in order to provide additional avenues for assistance and recovery
 - **Developed and implemented a successful school-based truancy program** with P/T staff and minimal dollars
- **Caseload Management:** Oversight of programs requiring travel across a four county area with several programs requiring 24/7 monitoring including a crisis program for youth experiencing psychiatric emergencies
- **Program Efficiency Management & Results:** Reduced overall program deficit by over 60%
- **Outstanding Leadership:** Trained staff in Medicaid documentation
- **Training and Mentoring:** Manage the professional development of staff through mentorship and training

AREAS OF EXPERTISE

Group & Individual Counseling • Evaluation & Assessment • Personnel Training & Supervision
Treatment Planning & Analysis • Crisis Intervention & Management • Cognitive Behavioral Therapy •
Co-Occurring Disorders • Case Presentations • Group Meeting Facilitation • Critical Thinking & Analysis •
Patient/Client Liaison • Cultural Sensitivity • Case Research • High-Volume Caseload Management •
Compassionate Caregiver • Grief Counseling • Records Management

EDUCATION & CERTIFICATION

- **Master of Science, Education, Community Counseling,** Eastern Illinois University
- **Bachelor of Science, Criminal Justice,** Illinois State University

License and Certification

- Licensed Clinical Professional Counselor, State of Illinois #180-003699
- National Board of Certified Counselors
- Post-Master's level Certificate: Working with Military and Their Families; Dominican University, May 2013

PROFESSIONAL EXPERIENCE

McHENRY COUNTY COMMUNITY COLLEGE, Crystal Lake, IL

2012-Present

Adjunct Faculty

- **Data Analysis & Management:** Supervise and administer up-to-date real time information on substance use in our County; brought in young people currently in recovery from Heroin

Key Accomplishments

- **Successful Outcomes:** Presided over consecutive semesters of students that scored above 90% on final grade. Student evaluations of Instructor were consistently rated 4.5 on a 5-point scale stating they had learned more than anticipated and attributed that to the instructor

McHENRY COUNTY MENTAL HEALTH BOARD, Crystal Lake, IL

2007-2014

Clinical Supervisor

Managed and oversaw the hiring, training, supervision, and evaluation of nine employees, as well as all aspects of fiscal management and programmatic compliance.

Key Accomplishments

- **Program Quality Assurance:** Increased efficiency and improved income over expense ratios in a grant-based turned fee-for-service program. Ensured overall quality and effectiveness thereby guaranteeing ultimate program success.

- **Clinical Excellence:** Successfully developed policies and procedures, requiring strict staff adherence to approved protocols in the areas of client charting; billing guidelines; clinical interventions; compliance audits required in-house and by funders.
- **Consistently met and exceeded all contractual standards** as determined by Utilization and Review committee and excelled in providing quality management and oversight for program outcomes.
- **Member of multi-agency Clinical development committee** that produced universal Medicaid compliant documentation

LUTHERAN SOCIAL SERVICES

2005-2007

Clinical Therapist

- **Therapeutic Support Services:** Oversaw the provision of individual therapy to a case load of 20-25 children and adolescents that were foster children under the guardianship of the Department of Children and Family Services.
- **Administered support services to biological and foster parents;** testified in court; and maintained all required documentation

PROVENA BEHAVIORAL HEALTH, Champaign, IL

1998-2005

Family Support Team Manager

- **Budget & Finance Management:** Oversaw complete fiscal accountability and management of seven Child and Adolescent behavioral outreach programs that employed 18 - 20 professionals.
- **Family Liaison:** Collaborated with parents in arranging medication evaluations and psychological testing for clinically complex cases.
- **Developed goal-oriented psychoeducational and activity therapy groups** to improve clients' level of functioning.
- Kept abreast of new and developing information in the mental health field by regularly attending professional conferences and workshops.

PROFESSIONAL AFFILIATIONS

- Board of Directors, Director of Treatment; New Directions
- McHenry County Substance Abuse Task Force
- 22nd District Judicial Family Violence Coordinating Council
- H.E.A.T. (Heroin Education/Enforcement Arrest Taskforce) member