

JOB DESCRIPTION

Job Title: Registered Alcohol & Drug Technician (RADT)
Employer: Deaf Community Services of San Diego
Department: Behavioral Health
Reports To: SOL Program Manager/Clinical Director
Annual Salary: \$42,000-45,000 BOE

SUMMARY: Registered Alcohol & Drug Technician(s) (RADT) is responsible for the provision of client substance abuse recovery treatment including, case coordination, direct case management and advocacy, outreach and training, and general social services support. RADT assists members in learning and regaining control over their own lives and their own recovery process.

DUTIES & RESPONSIBILITIES:

- Provide client intake/assessment, develop individual treatment/recovery plans, and complete thorough progress notes.
- Facilitate substance abuse treatment across various formats (individual, group, specialty group, crisis intervention)
- Lead support groups in health and wellness, co-occurring disorders, recovery planning and other necessary topics relevant to the cycle of and long-term recovery
- Provide case management and advocacy
- Develop and assist members in developing community support and resources to further their recovery efforts and stability
- Conduct data entry, documentation and maintenance of county required charts, reports, and outcome measures with ASAM documentation requirements and SanWITS database system
- Develop and maintain positive relationships and on-going reporting as required with referents such as probation, parole, CPS, drug court and family treatment court through monthly written progress reports and timely responses to phone inquiries
- Assist with sober living housing/facilities management as requested by Program Manager/Clinical Director and developing discharge plans with the residents.
- Maintain confidentiality and privacy standards of client protected health information and other information and material in accordance with agency policies and applicable regulations and laws including HIPAA
- Conduct self-audits and adheres to quality assurance guidelines
- Creates a confidential and comfortable environment for clients
- Maintains computer skills that are appropriate to the level needed for optimal job performance; proficient using Microsoft office programs and billing and documentation software such as ASAM and SanWITS
- Provides in-house and external training for staff and community
- Performs drug testing urinalysis specimen collections and screenings as requested by the Program Manager or Clinical Director
- Other duties as assigned

QUALIFICATIONS:

- Certification or registered through a recognized alcohol and drug certification entity such as CCAPP or CADTP, or a licensed mental health professional or license eligible with a least 1 year documented AOD/SUD experience; required
- Bachelor's degree in human services or related field, preferred
- Minimum of two (2) years' experience working with alcohol and drug-related issues/addictions
- (1) 1 to (2) two years' experience in a social service agency preferably with the Deaf and Hard of Hearing people
- Knowledge of San Diego Community resources
- Thorough familiarity with Deaf, HOH, Deaf-Blind, and Late-Deafened population and culture and understanding of current issues
- Knowledge of ADA and other anti-discrimination laws

COMPETENCIES:

- **Problem Solving**--Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.
- **Interpersonal Skills**--Focuses on solving conflict, not blaming; Maintains confidentiality; Listens to others without interrupting; Keeps emotions under control; Remains open to others' ideas and tries new things.
- **Teamwork**--Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- **Diversity**--Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds a diverse workforce.