



Department of County Management
MULTNOMAH COUNTY OREGON
Central Human Resources
Multnomah Building -- 501 SE Hawthorne, Suite 300
Portland, Oregon 97214
(503) 988-5015 Phone

To: Karl Brimner, Mental Health & Addictions, DCHS
From: Olga Ward/Joi Doi, Classification and Compensation Unit (503/3)
Date: May 2, 2011
Subject: Reclassification Request #1705 (new Mental Health Consultant)

We have completed our review of your request and the decision is outlined below.

Request Information:

Date Request Received: April 25, 2011

Position Number: TBD

Current Classification: n/a

Requested Classification: Mental Health Consultant

Job Class Number: n/a

Job Class Number: 6365

Pay Grade: n/a

Pay Grade: 28

Request is: ☒ Approved as Requested

Effective Date: May 2, 2011

Allocated Classification: Mental Health Consultant

Job Class Number: 6365

Pay Range: \$53,870.40 - \$66,252.24 Annually

Pay Grade: 28

This classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 including the provision that Central HR may re-evaluate the classification decision up to one year from the date of issue to ensure duties and work are being carried out as originally described. Further, this allocation may require Board of County Commissioners' approval, and so this decision is considered preliminary until such approval is received.

Position Information:

☒ Vacant - see New/Vacant Section

New/Vacant Position Information:

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to reorganization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

Reason for Classification Decision:

This new position is in the Mental Health & Addiction Services Division and is part of the Adult Mental Health Initiative project. The purpose of this position is to ensure that clients' mental health treatment needs are met by conducting utilization management functions for Verity & Adult Mental Health Initiative (AMHI) providers. Through review and analysis this position determines treatment plans for clients and authorizes Verity dollars, Multnomah County Treatment Fund, and/or Adult Mental Health Initiative funds for the State Hospital and residential programs stays. This position provides client advocacy services; reviews clinical information to determine medical necessity as well as continued stay criteria; and makes care referrals and authorizations. In addition this position provides quality assurance in reviewing diagnoses, intervention and treatment.

The work of this classification differs from Clinical Services Specialist in that the latter specializes in diagnostic/assessment work assignments that involve complex psycho-social factors, provides direct treatment, and coordinates specific case plans. This position also differs from the Case Manager series in that the latter are focused on broader more general client support/eligibility functions and follow-up. This position further differs from the Program Development Specialist (PDS) series. PDS positions perform program analysis, quality assurance, and monitor/release funds, but they don't require a Qualified Mental Health Professional certification as this position does.

This position requires a Master's degree in a Behavioral Health discipline and two years of professional experience as a Qualified Mental Health Professional; preferably with at least one year utilization review experience. The duties, responsibilities and qualifications as described best fit the Mental Health Consultant (6365) classification.

If you have any questions, please feel free to contact Olga at 503-988-5015 ext. 22747.

cc: Urmila Jhattu, HR Manager
Class Comp File Copy

Bryan Lally, Local 88
Becky Renfro, HR Analyst