



**Mental Health & Addiction Association of Oregon (MHA/O)
Kaiser Permanente Recovery Pathways-Vancouver, WA
PSS/PWS/CRM Job Description**

Pay Range: \$19.00 - \$24.00 per hour

FTE: 1.0 FTE (40 hours per week)

Benefits: This is a benefited position as outlined in the MHA/O Employee Handbook

TITLE: Certified Peer Counselor (CPC) Washington State Peer Certification
And could include dual certification in Oregon-Peer Support Specialist/Certified
Recovery Mentor

REPORTS TO: EVOLVE Peer Delivered Services Program Manager

DEPARTMENT: EVOLVE Peer Delivered Services Program-Kaiser Vancouver, WA

TO APPLY: Please submit a resume and cover letter to careers@mhaoforegon.org by close of business January 25, 2023. Persons of color, LGBTQIA+ and members of all other underrepresented groups are strongly encouraged to apply.

JOB SUMMARY:

The Certified Peer Counselor (CPC) offers peer support to individuals as someone who has similar lived experience and acts as a positive role model of a person in recovery. The CPC offers peer support and recovery mentorship for individuals who identify as having a substance use disorder and/or co-occurring mental health challenges and are exploring and navigating their own self-directed recovery journey. The CPC will be working with an interdisciplinary team at Kaiser Permanente (KP) in Vancouver, WA. The CPC will provide a listening, supportive presence to the person being served, will also support the development of person-directed plans and goals and will offer follow-up support to connect individuals with a full range of resources in the community and within KP.

The CPC service area is Clark and Cowlitz County. The CPC will have phone contacts and visits with individuals in their home setting or in the community (which is where much of the valuable work of supporting recovery takes place), as well as at Kaiser in Vancouver and Longview, WA. In response to the current COVID-19 pandemic, peer support services may be provided virtually as needed.

The CPC will communicate regularly with KP medical, addictions, and social work/case management team members and collateral providers to link the individual with services in the community and support the coordination of care in collaboration with the person being served.

The CPC will support KP members in engagement with medical care and recovery support services including harm-reduction services. The CPC will play a major, ongoing role in supporting the people being served to engage in addiction and mental health treatments including medication assisted treatment if the individual so desires.

Access Level to Protected Health Information (PHI):

C= Limited approved access to patient care areas and/or all records containing PHI as needed to carry out their duties. Will be entering information into Epic in a nonclinical way.

Requirements: As a Peer-Delivered Services organization, MHA AO has implemented a mandatory vaccination policy that requires all employees, interns, and volunteers to be fully vaccinated for COVID-19 as a condition of employment in accordance with current Oregon and Washington State laws. All new hires must show vaccine proof at time of onboarding. Accommodations for those with religious and/or medical exemptions will be reviewed.

QUALIFICATIONS:

Expectations: MHA AO strives to honor cultural and spiritual diversity in the communities we serve as well as honoring Voice and Choice through trauma-informed practices. Being committed to Social Justice means being committed to constantly assessing our organizational values and the extent to which we are modeling or falling short of them. It also means listening to feedback from our stakeholders and others who have interacted with our organization and taking the time to understand and reflect on those interactions. This commitment is extended from the organization to each employee of MHA AO and person being served by MHA AO.

Education: High school diploma or equivalent required.

Background Check: A criminal background check will be conducted by MHA AO in accordance with the MHA AO background check policy. A criminal record does not necessarily exclude an individual from employment with MHA AO.

Experience: Identifies as having lived experience of recovery with addiction challenges (may include both addiction and mental health challenges). Lived experience of Medication Assisted Treatment (MAT) and recovery valued. Experience working with adults with addiction issues preferred. Experience with mental health recovery is desirable and highly valued. Understands the potential effects of trauma on health. Understands the principles of recovery, consumer-involvement and trauma-informed care.

Qualities:

- Possess an absolute belief in every person’s ability to learn, grow and recover
- Value person’s right to make their own decisions
- Value people as the “experts” in their own lives
- Possess insight pertaining to personal biases and worldview and how they may interfere with effectively working with individuals representing a variety of cultural, ethnic, language and life experiences.

Licensure/Certification: Be a Washington State Certified Peer Counselor (CPC)

To become CPC certified in the State of Washington follow this step-by-step certification process:

1. Complete the online prerequisite course and send a copy of your certification of completion to peersupportapps@hca.wa.gov.
2. Complete the peer counseling application.
3. Be accepted for, and successfully complete, the HCA-approved CPC training.
4. Take and pass the state CPC oral and written exams.
- 5.

For questions or additional information, contact Peer Support Program at peersupportprogram@hca.wa.gov

Valid Washington State and/or Oregon Driver’s License and proof of automobile insurance if applicable.

Skills:

Strong written and verbal communication skills.

Ability to work independently as well as collaboratively within a team.

Ability to work with people from diverse backgrounds and cultures.

Keyboard skills and ability to navigate electronic systems applicable to job functions.

GENERAL ACCOUNTABILITIES AND ESSENTIAL FUNCTIONS

- To provide 1:1 peer support to person being served with a performance expectation of 50-60% of the employees FTE being dedicated to the provision of peer support.
- Actively collaborates with KP Recovery Pathways team.
- Participates in regular MHAAO peer support supervisions.
- Attend care conferences and staff meetings to gain knowledge and communicate program goals and the needs of the individuals being served.
- Implements the regulations, policies, and procedures which pertain to peer-delivered service as well as be mindful of Kaiser Permanente policies and procedures.
- Meet with individuals being served in the community and/or their homes to establish and maintain a positive and trusting relationship as determined applicable by KP team and individual being served.
- Following the direction of the individuals served and support them in exploring strategies that increase satisfaction with the eight dimensions of wellness.

- Offers support with identifying and engaging various community resources.
- Offers individual being served educational opportunities to explore new resources, information and alternatives to utilizing the emergency department for non-emergent needs.
- Offers support in crisis situations as appropriate, following emergency protocols/procedures and coordinating with the KP team with interventions which support a trauma informed environment for people being served and staff. Practices and is competent in preventing escalation, and works to prevent physical and mechanical restraint techniques, avoiding crisis situations or neutralizing crises in progress. This position will not participate in mechanical restraint or restraint training.
- Participates in data collection.
- Reflects MHAAO core values and practices the principles of peer support.
- Documents and maintains peer-centric support summaries in a manner that assures compliance with policies, program procedures and local, state, and federal regulations. Maintains accurate and up-to-date documentation as required.
- Openly identifies as a person who has lived the experience addiction and/or mental health challenges and shares own recovery story with individuals being served and KP clinic staff as appropriate.
- Acts as a positive role model for individuals being served and exploring their own path to wellness and recovery.
- Acts as an advocate for individuals being served when appropriate, both within the organization and also with other entities.
- Respects and honors the persons being served rights and responsibilities and demonstrates professional boundaries and ethics. Adheres to mandatory abuse reporting laws and HIPAA requirements.
- Demonstrates responsibility for safety of people being served, staff and property; is familiar with fire regulations and evacuation procedures.

The above accountabilities represent work performed by this position and are not all-inclusive. The omission of a specific accountability will not preclude it from the position if the work is similar, related, or a logical extension of the position.

Employment with Mental Health & Addiction Association of Oregon is "at-will." This means employees are free to resign at any time, with or without cause, and Mental Health & Addiction Association of Oregon may terminate the employment relationship at any time, with or without cause or advance notice. As an at-will employee, it is not guaranteed, in any manner, that you will be employed with Mental Health & Addiction Association of Oregon for any set period of time.

Mental Health & Addiction Association of Oregon is an Equal Opportunity Employer. Employment opportunities at Mental Health & Addiction Association of Oregon are based upon one's qualifications and capabilities to perform the essential functions of a particular job. All employment opportunities are provided without regard to race, religion, sex, gender identity, pregnancy, childbirth or related medical conditions, national origin, age, Veteran status, disability, genetic information, or any other characteristic protected by law.

Employee Signature Date

Supervisor Signature Date