



SAE & Associates

The Behavioral Health Experts

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Clinical Case Record Reviewer - Experience Working in Residential Treatment Centers for Youth

SAE & Associates is a growing behavioral health consulting firm that provides consulting services to not-for-profit organizations and government agencies. While our agency is located in New York City, our client roster is national and rapidly expanding. We are looking for a consultant with at least 5 years of direct service experience working in residential treatment centers for youth to serve as a case file reviewer.

A qualified candidate will have at least 5 years of direct service experience in the following areas:

1. Residential treatment centers for youth with behavioral/emotional difficulties;
2. A thorough knowledge of treatment plan development and implementation consistent with defined standards of care;
3. Knowledge of key issues involving treatment in a residential treatment center for at-risk youth, to include criteria for admission continuing treatment, and discharge.

Responsibilities

Clinical Case Record Reviews: Case records will be provided to qualified consultants electronically for their review based on defined standards of care. Instructions will be provided at the start of the project and supervision will be offered throughout the project. The consultant may be asked to report their findings and any issues or problems they are encountering during the review process.

Qualifications

- Graduate degree and active license in social work, psychology, or a related field;
- At least 5-7 years of direct service experience working in residential treatment facilities for youth with behavioral/emotional difficulties;
- At least 5-7 years of experience in treatment plan development implementation, and review of services in residential treatment centers for youth with behavioral/emotional difficulties;
- At least 2 years of experience as a supervisor/team leader in a residential treatment center for youth;
- Strong writing, interpersonal, and organizational skills;
- Knowledge of best practices and standards of care related to work with youth in residential treatment centers;
- Proficient in basic technology including Microsoft Word, Excel, etc., and comfortable working remotely via email and phone;

Only those candidates with the stated required experience will be considered.

Salary: This is a consulting position with flexible time requirement. Compensation is based on a fixed rate per case record.

How to Apply: Please email your resume and cover letter to consulting@saeassociates.com with “Youth Case Record Reviewer” in the subject Line. We will respond only to those with the requisite experience as stated above and who we are interested in meeting.