



Office of Human Resources

Behavioral Health Co-Responder Clinician Supervisor – CS3587

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General Statement of Duties

Performs supervisor duties over Behavioral Health Co-Responder Clinicians who provides intensive professional crisis intervention and management including assessments, crisis counseling, 27-65 evaluation and documentation, level of care determination, acute safety planning, referral and connection to appropriate resources alongside Public Safety personnel (Law Enforcement, EMS, Fire).

Distinguishing Characteristics

The Behavioral Health Co- Responder Supervisor classification performs supervisory duties over Behavioral Health Co-Responder Clinicians who intensive professional crisis intervention and management including assessments, crisis counseling, level of care determination, acute safety planning, referral and connection to appropriate resources alongside Public Safety personnel (Law Enforcement, EMS, Fire) not requiring licensure. This class is distinguished from the Behavioral Health Co- Responder Licensed which performs similar duties, with licensure requirements.

Essential Duties

Supervises behavioral health co-responder clinicians that provide on scene behavioral health evaluations/problem identification, crisis interventions, crisis treatment/care plans and make referrals for further treatment and resource options.

Ensures the following functions are completed by staff in adherence to guidelines, standards, and qualifications for clinical supervision as defined by a professional practice board and standards in the Colorado Mental Health Practice Act:

Identifies resources and programs in the community in order for behavioral health co-responder clinicians to make appropriate referrals.

Form and maintain relationships with community partners with whom behavioral health co-responder clinicians directly coordinates including, but not limited to, Walk-In Crisis, Crisis Stabilization, Acute Treatment, in-patient hospitals, medical/surgical hospitals and emergency departments, behavioral healthcare providers, residential treatment facilities, courts, withdrawal management services, Behavioral Health Administration, etc.

Regularly reviews clinical records and documentation for quality, timeliness, and accuracy and in compliance with state and federal standards and requirements and that billing procedures are followed and provides feedback to clinicians as needed

Provide direct supervision of behavioral health co-responder clinicians who are responsible for identifying, assessing, stabilizing, supporting community members with the goal of reducing imminent risk and increasing coping skills and functioning and accessing appropriate treatment.

Assists in identifying, creating and facilitating appropriate and ongoing trainings for clinical staff, ensures that clinical staff and self-maintain compliance with required trainings deemed necessary to perform job duties.

In collaboration with Program Manager, assist in writing, editing and maintaining program policy and procedures. Provide supervision through 1:1 and group meetings on a regularly scheduled basis to review schedules, time off requests, clinical issues and case successes and concerns.

With the support of Program Manager, prepares, supports, and coaches staff who testifies in court proceedings and provide expert testimony as needed.

Represents the department on a variety of committees and acts as a project lead on internal and external committees/groups as assigned by Program Manager.

Reviews, develops or modifies work plans, methods and procedures, determines work priorities and develops work schedules to provide adequate staff coverage. Provides work instruction and assists clinical staff with difficult and/or unusual assignments; encourages innovation. Assigns and distributes work, reviews work for accuracy and completeness and returns assignments with recommendations for proper completion.

Maintain an accurate, accessible schedule of clinical staff and coordinate with first responder partner agencies leadership (law enforcement, EMS, Fire); communicate any planned or unexpected absences, schedule adjustments and coverage plan to first responder leaders and Program Manager.

Serve as a backup for behavioral health co-responder clinician positions when necessary to prevent staffing shortages and minimize service interruptions.

Participates in hiring interview panels and provides feedback on candidate(s) for job opening(s).

Complete onboarding of new employees to include but not limited to scheduling ride-alongs, reviewing policies and procedures, setting up and training in documentation systems, reviewing training progress, signing off on training completion and working with the Program Manager to ensure that all requirements are met.

Resolves problems and mediates conflicts encountered during daily operations and determines appropriate solutions; promotes teamwork. Encourages regular communication, informs clinical staff of relevant business issues and their impact on the organization. Communicate any relevant personnel issues involving first responder partner with partner agency leadership and coordinate/collaborate on appropriate solutions.

Develops goals, documents performance, provides performance feedback and formally evaluates the work of the employee; provides reward and recognition for proper and efficient performance. Assists staff to achieve performance standards and identifies opportunities for continual improvement to performance standards. Ensures quality, effectiveness, and efficiency of unit activities and safety measures.

Documents causes for disciplinary action and initiates letters of reprimand and makes formal recommendations for disciplinary action. Responds to formal and informal employee grievances and prepares written responses.

By position, participates in planning and managing budget systems; prepares and presents budget recommendations to higher management; operates within budget parameters; adjusts work plans/activities because of budget changes.

Performs other related duties as assigned.

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

Any one position may not include all the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Decision Making - Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative in order to make a determination, draw conclusions, or solve a problem.

Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Oral Communication - Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Problem Solving - Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Reasoning - Identifies rules, principles, or relationships that explain facts, data, or other information; analyzes information and makes correct inferences or draws accurate conclusions.

Self-Management - Sets well-defined and realistic personal goals; displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner; works with minimal supervision; is motivated to achieve; demonstrates responsible behavior

Delivering Results - Sets high standards for quality, quantity, and timelines. Focuses on customer needs and satisfaction. Consistently achieves project goals.

Influencing - Collaborates with, persuades and influences others.

Coaching - Provides others with clear direction, motivates, and empowers. Recruits staff of a high caliber and provides staff with development opportunities and coaching.

Knowledge & Skills

Knowledge of the legal and ethical frameworks for area of licensure, as well as understanding of criteria for mental health care and treatment in Colorado statute (Title 27, Article 65, C.R.S.).

Knowledge of severe/persistent mental illness, traumatic brain injury, dementia, trauma-informed care, intellectual/developmental disabilities, substance use disorders, suicide assessment, safety planning and crisis de-escalation.

Knowledge of emergency response system including law enforcement, EMS, and fire.

Knowledge of least restrictive interventions and level of care determination.

Knowledge of crisis services and behavioral health/substance use related resources and criteria to access resources within the Denver metro area.

Ability to establish and maintain effective working relationships with superiors, internal and external agency leadership, coworkers and other first responder agencies (PD, EMS, Fire).

Knowledge of equitable interviewing techniques sufficient to be able to elicit information.

Knowledge of the theories and practices of counseling and crisis intervention sufficient to perform the duties related to the work assignment and supervision of other staff.

Knowledge of crisis intervention theory sufficient to be able to perform the duties related to the work assignment. Skill in applying theories, precedents, and techniques of therapeutic treatments.

Level of Supervision Exercised

Supervises two (2) or more employees who do not supervise.

Education Requirement

Master's Degree in Social Work, Psychology, Marriage and Family Counseling, Counseling, or a closely related field.

Experience Requirement

Three (3) years of experience of in crisis intervention, suicide and risk assessment, verbal de-escalation, and differential diagnosis working with individuals experiencing severe and persistent mental illness, substance use, and other at-risk populations or three (3) years of experience in a co-response related position.

Education & Experience Equivalency

No substitution of experience for education is permitted.

Licensure & Certification

Possession of a Licensed Profession Counselor (LPC) or Licensed Clinical Social Worker (LCSW) the provisions of the Colorado Revised Statutes for the State Board of Licensed Professional Counselor, or Social Worker Examiners. OR If you hold a current, equivalent license in another state, you must obtain licensure with the Colorado Department of Regulatory Agencies (DORA) prior to the start date.

Must obtain CPR and First Aid certification within the initial probationary period.

Must possess a valid Colorado Driver's License.

Must pass an initial pre-security clearance screening and maintain CBI (Colorado Bureau of Investigation) certification as a condition of employment.

Must be available for on-call work schedule assignments that require working nights, weekends and holidays.

Must successfully complete the initial probationary period and training.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Potential exposure to infections and contagious diseases.

Potential exposure to the risk of blood borne diseases.

Potential exposure to hazardous anesthetic agents, bodily fluids, and wastes.

Potential exposure to housekeeping/cleaning agents/chemicals.

Potential exposure to hazardous/toxic chemicals Potential exposure to offensive inmates or public.

Contact with inmates and public under a wide variety of circumstances.

Potential exposure to unpleasant elements (accidents, injuries and illness).

Subject to varying and unpredictable situations.

Handles emergency or crisis situations.

Potential exposure to odors in jail facility, inmate or public areas.

Subject to many interruptions Subject to long, irregular hours.
Subject to traffic, roadways, and pedestrians.
Subject to varying and unpredictable situations.
Subject to many interruptions.
Pressure due to multiple calls and inquiries.
Potential exposure to dangers of assaults/hazards.
Potential exposure to sufficient noise to cause distraction or possible hearing loss.
Potential exposure to conditions where there is danger to life, body, and/or health.
Potential exposure to hot and cold and adverse weather conditions.
Personal Safety: aware of surroundings, people, and events.
Subject to bites and scratches from animals.

Level of Physical Demand

1-Sedentary (0-10 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Agility: Ability to move quickly and easily.
Balancing: Maintaining equilibrium.
Hazards: Conditions where there is danger to life, body and/or health.
Hearing/Talking: Perceiving and comprehending the nature and direction of sounds/ability to communicate ideas.
Hearing: Perceiving and comprehending the nature and direction of sounds.
Sitting: Remaining in a stationary position.
Stamina: Ability to work over long periods of time without tiring.
Standing: Remaining in a stationary position.
Stooping: Positioning oneself low to the ground.
Talking: Communicating ideas or exchanging information.
Walking: Ability to move or traverse from one location to another.
Written Comprehension: Ability to discern the meaning of written words.

Background Check Requirement

Criminal Check
Employment Verification
Education Check
Licensure/Certification

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: EX-10

FLSA Code: Y

Established Date: 3/8/2026

Established By: AM

Revised Date:

Revised By:

Class History: New Classification.