



**Job Title:** Substance Use Disorder Professional (SUDP)  
**Department:** didg<sup>w</sup>álič Wellness Center – Swinomish Development Authority

**Summary:**

The didg<sup>w</sup>álič Wellness Center is looking for an energetic, self-motivated Substance Use Disorder Professional (SUDP) to come join an integrated care clinic that combines primary care, behavioral health, and opiate treatment under one roof. The SUDP runs individual, family, and group counseling for patients in substance use disorder programs. The SUDP acts as mediator between patients, relatives, medical staff, and outside agencies if needed. Tracks patient progress and dispensation of treatment services. The SUDP reports to the Substance Use Disorder Professional Clinical Supervisor and the Clinical Director.

**Essential Duties and Responsibilities of the Substance Use Disorder Professional:**

- Provides up to 120 hours per month of direct counseling and case management services to patients; consisting of individual, group, family and educational services; including assessment, counseling and aftercare services.
- Effectively orients clients to the facility as needed by explaining issues including, but not limited to: rule infractions that may result in termination, the hours of service availability, clients' rights and the grievance procedure, and costs for which they may be responsible.
- Identifies and explores problems and their ramifications with attention to the clients' associated attitudes and feelings. With the clients' participation, examines alternative solutions and develops plans of action.
- Identifies and responds to crises that may negatively impact treatment and, where possible, uses the negative events to enhance treatment efforts.
- Leads discussions and presents lectures and films for group sessions.
- Maintains professional standards and follows the treatment policies established by the agency, federal, state, and local regulations.
- Conducts follow-up on treatment programs designed for and undertaken by each patient.
- Coordinates and cooperates with the staff of other agencies and organizations in order to expedite treatment for each patient.
- Prepares and maintains a confidential, accurate, organized, and updated case file for each client. Completes all requisite administrative forms and tracking in a timely and efficient manner.
- Maintains accurate and current recordkeeping for each patient in accordance with the established electronic records system and in accordance with all agency



procedures and protocols (assessments, treatment plans, treatment procedures, and discharge summaries, etc.).

- Prepares patient progress reports and completion notices and provides to all interfacing agencies to include courts, probation departments, and referral sources as appropriate.
- Participates in community educational programs on substance use disorder for the general public, professional, and industrial groups.
- Maintains all requirements to ensure that SUDP licensure/certification remains current and in good standing.
- Performs all other duties as assigned by the Substance Use Disorder Professional Clinical Supervisor and Clinical Director.

#### **Education and Experience:**

- Must have a minimum of a High School diploma or equivalent; certified as a Substance Use Disorder Professional in good standing with the State of Washington.
- No history of alcohol or other drug misuse for a period of three years before employment as a SUDP and not display evidence of misuse of alcohol or other drug while licensed as a SUDP and employed by the didg<sup>w</sup>alič Wellness Center. Not be on prescribed medications that may interfere with the ability to perform any task within the scope of the job description, or that is inconsistent with the mission of the Wellness Center.

#### **Required Knowledge, Skills and Abilities:**

- Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.
- Ability to work in a cross-culture environment, understands the social and cultural context of the patients at the didg<sup>w</sup>alič Wellness Center. Understands the role of trauma, historical, community, family, and personal experience in wellness and recovery.
- Understands and adheres to state (RCW, WAC) and federal confidentiality regulations (42 CFR part 2). Applicants must conduct self ethically and professionally at all times.
- Effective communication; written, verbal, and interpersonal skills, including conflict resolution.
- Basic computer and software experience using MS Office products.
- Must pass extensive criminal background check and pre-employment drug screening.