Clinical Director

Clinical Services | Job Description | Working Draft

Department	Clinical Services – Outpatient Counseling; PHP and residential services as launched
Reports To	Executive Director
Key Collaboration	Medical Director, APRN, Chief Operating Officer, Utilization Review, billing team, and clinical team
Classification	Full-time, salaried clinical leadership position with a direct-service caseload
Typical Schedule	Monday-Friday, generally 8:00 a.m.-5:00 p.m.; adjusted as needed to support outpatient counseling group schedules; Saturday rotation and flexible availability during startup; clinical leadership on-call coverage
Compensation	Starting salary TBD. Salaried and exempt from overtime; expected to perform at least 40 hours of job-related duties per week
Direct Reports	Lead Therapist and Primary Therapist(s); additional clinical staff as PHP and residential services launch
Departmental Oversight	Outpatient counseling services; additional clinical departments as Valor Ridge Health launches PHP and residential services

About Valor Ridge Health

Valor Ridge Health is the military specialization program of Teen Challenge Adventure Ranch (TCAR), a Christ-centered nonprofit that helps adolescents overcome substance use disorders, mental health challenges, and behavioral struggles through clinical care, spiritual formation, and experiential therapies. Building on the success of that program, TCAR is launching Valor Ridge Health in Branson West, Missouri, to serve active-duty military members and veterans facing addiction, trauma, depression, anxiety, and related life-controlling issues.

Valor Ridge Health is launching in phases. The first phase is Outpatient Counseling Services for active-duty military members, veterans, and first responders. First responders are served through the outpatient service only. A Partial Hospitalization Program (PHP) and short-term residential treatment will follow. Across its levels of care, the program incorporates:

- Evidence-based clinical treatment
- Trauma-informed care
- Christ-centered counseling and discipleship
- Adventure-based therapy
- Fitness and recreational activities
- Brotherhood and peer support

- Ongoing aftercare support services

Valor Ridge Health promotes a culture of honor, brotherhood, accountability, and restoration for those who serve our nation.

Position Summary

The Clinical Director is the senior clinical leader for Valor Ridge Health. The Clinical Director leads the design, delivery, quality, and compliance of clinical services, supervises the clinical team, and ensures that mental health treatment, substance use disorder services, supervised therapeutic activities, documentation, risk response, and interdisciplinary care are coordinated, ethical, clinically appropriate, responsive to military and first responder culture, and consistent with organizational mission, payer expectations, accreditation standards, and applicable law.

At launch, Valor Ridge Health offers Outpatient Counseling Services. During startup, the Clinical Director carries a direct-service caseload while building the clinical program, protocols, documentation practices, and clinical team under the direction of the Executive Director. The initial team includes the Executive Director, Medical Director, APRN, Utilization Review, Chief Operating Officer, administrative support, and the billing team. There is no nursing or case management staff at launch. Medical direction remains with the Medical Director and APRN.

As census grows and PHP and residential services launch, the Clinical Director's caseload will shift toward supervision and program leadership, and the clinical team, direct reports, and scope of the position will expand. This description addresses outpatient services and will be revised as those services are implemented.

Essential Responsibilities

Clinical Leadership and Decision-Making

- Provide leadership, supervision, and direction for clinical services and personnel within assigned authority.
- Lead multidisciplinary decisions concerning admission, continued stay, level-of-care placement, safety planning, emergency intervention, referral to a higher level of care, clinical discharge, and administrative discharge.
- Serve as the primary clinical escalation contact during regular operating hours and oversee after-hours clinical on-call coverage.
- Provide consultation for complex, high-risk, co-occurring, trauma-related, military-connected, and first responder–connected client needs.
- Maintain appropriate separation between clinical authority, medical authority, pastoral leadership, and administrative authority.

Direct Clinical Services

- Carry a direct-service caseload during startup, adjusted as census, staffing, and leadership responsibilities change.
- Provide individual, family, and group therapy, including evidence-based trauma treatment such as Accelerated Resolution Therapy (ART), as clinically indicated and within training and scope.
- Complete assessments, establish diagnoses, and develop individualized, person-centered treatment plans and safety plans for assigned clients.
- Provide crisis sessions, stabilization, and post-incident follow-up as clinically indicated.

Outpatient Program Development and Level of Care

- Lead the clinical design, launch, and ongoing operation of outpatient counseling services, including program hours, group schedules, service mix, and client flow.

- Establish and apply admission, level-of-care, continued-service, step-down, and discharge criteria for outpatient counseling consistent with medical necessity, ASAM criteria where applicable, TRICARE and other payer requirements, Missouri standards, and accreditation expectations.
- Ensure clients are stepped down or referred to a higher level of care when clinically indicated, with coordinated transition planning.
- Coordinate the intake and referral process with the Executive Director, Utilization Review, and community, military, and first responder referral partners, including timely screening, scheduling, and admission.
- Monitor attendance, engagement, and missed sessions across the program, and ensure appropriate outreach, re-engagement, and documentation when clients disengage from treatment.
- Lead clinical planning and readiness for the future PHP launch, including program design, staffing projections, licensure, accreditation, and integration of PHP and outpatient counseling into one continuum of care.

Program and Treatment Oversight

- Own and oversee the clinical program schedule, staffing assignments, caseload distribution, service delivery, and clinical productivity.
- Approve and monitor curricula and protocols used as components of the outpatient counseling treatment schedule, including programming facilitated by clinical staff.
- Ensure staff-facilitated therapeutic activities remain within approved protocols and facilitator scope.
- Identify and correct programming that is clinically inappropriate, inadequately supervised, or represented inaccurately.
- Ensure assessments, treatment plans, progress reviews, continued-stay materials, and discharge documentation are completed within applicable requirements.
- Collaborate with Utilization Review regarding authorization, medical necessity, treatment progress, continued stay, and discharge planning.
- Monitor census and caseload capacity and advise the Executive Director when additional therapists are needed to maintain quality, access, and required service intensity.

Supervision and Staff Development

- Directly supervise and evaluate the Lead Therapist and Primary Therapists.
- Provide clinical supervision of SUD services when qualified and authorized; arrange qualified internal or external supervision when specialized requirements exceed recognized scope.
- Lead recruitment, orientation, competency validation, coaching, corrective action, and professional development for clinical personnel.
- As PHP and residential services launch, supervise or provide clinical direction to additional clinical staff as assigned, which may include nursing, case management, and direct care.

Quality, Documentation, and Compliance

- Conduct weekly chart audits and monitor documentation quality, completeness, accuracy, and timeliness.
- Ensure required documentation is completed within one business day unless a more restrictive standard applies.
- Review clinical, SUD, and other treatment documentation as appropriate to role, supervision, policy, and credentialing requirements.
- Coordinate with Utilization Review and the billing team so clinical documentation supports authorization, claims, and payer requirements.
- Lead clinical preparation for CARF, TRICARE, Missouri, and other regulatory or payer reviews, and report identified inconsistencies to the Executive Director and Chief Operating Officer.
- Distinguish and monitor licensed clinical treatment, credentialed SUD services, supervised therapeutic activities, and non-clinical programming. Determine whether faith-based or other non-clinical content may be represented as an outpatient counseling therapeutic component.

- Ensure clinical staff maintain ethical, legal, and professional standards, including professional boundaries and client confidentiality under HIPAA and 42 CFR Part 2.
- Develop and monitor corrective actions and quality-improvement initiatives when deficiencies are identified.

Risk Management and Emergency Response

- Review significant events involving suicidal ideation, self-harm, aggression, emergency evaluation, medication-related concerns, substance use, prolonged absence or loss of contact, emergency safety intervention, hospitalization, or significant deterioration.
- Coordinate emergency evaluation or higher-level-of-care recommendations with the APRN and other appropriate members of the multidisciplinary team.
- Implement approved safety and crisis policies and recommend improvements based on program experience, outcomes, and identified risk.
- Ensure clear clinical escalation and after-hours coverage procedures are maintained.
- Ensure outpatient safety planning addresses the client's home and community environment, including crisis resources available between sessions and after hours.

Interdisciplinary and Organizational Leadership

- Co-lead or coordinate weekly multidisciplinary treatment-team meetings with the APRN.
- Participate in PMM meetings, strategic planning, accreditation readiness, program growth, and service development.
- Provide monthly reports addressing clinical operations, staffing, service delivery, documentation, outcomes, risks, and improvement priorities.
- Maintain effective collaboration with outside medical providers, emergency services, referral partners, military, VA, and first responder agency resources, including peer-support teams, and community resources, including clients' existing outside providers when appropriate releases are in place.

Qualifications

- Master's degree in counseling, social work, marriage and family therapy, psychology, or a related behavioral health discipline.
- Current independent Missouri mental health license in good standing, such as LPC, LCSW, LMFT, psychologist, or equivalent recognized credential.
- Clinical-supervisor qualification as required by Missouri licensure rules and payer standards to supervise other clinicians and SUD services, or the ability to obtain it within an agreed timeframe after hire.
- At least three years of post-licensure clinical experience, including at least two years of clinical leadership, supervisory, or program-development experience in an outpatient, PHP, or residential behavioral health setting.
- Experience with adult behavioral health, trauma-informed treatment, and co-occurring mental health and substance use disorders.
- Working knowledge of utilization review, payer requirements, CARF, TRICARE, and Missouri standards; experience preparing for accreditation or regulatory surveys preferred.
- Demonstrated ability to build clinical programs, schedules, curricula, protocols, and client flow in a startup or growth setting.
- Demonstrated ability to hire, coach, and evaluate clinicians, give and receive feedback, address conflict, and set direction for a team.
- Training or certification in Accelerated Resolution Therapy (ART) preferred, or willingness to complete ART training within an agreed timeframe.
- Experience with military, veteran, or first responder populations, PHP or residential treatment, and formal SUD supervision strongly preferred.
- Maintain CPR/First Aid certification and complete crisis-intervention training at least every two years (training provided by the organization), along with other required training.

- At least 21 years of age.
- Valid driver's license and ability to meet organizational insurability requirements.
- Strong communication, judgment, conflict-resolution, technology, and interdisciplinary communication skills.

Faith and Mission Expectations

- Affirm and support Valor Ridge Health's Christian mission and statement of faith.
- Demonstrate mature Christian character, ethical leadership, and respect for client dignity and choice.
- Integrate faith into clinical work when clinically appropriate and desired by the client.
- Respect a client's right to decline explicitly religious participation and coordinate spiritual-care support when requested.
- Be prepared to lead a client to Christ when the client requests such guidance.

Role Boundaries and Other Expectations

Medical authority:
The Clinical Director does not provide medical direction. Medical direction is provided by the Medical Director and APRN.

- This is a safety-sensitive position.
- Authority will be exercised within licensure, professional scope, organizational policy, and delegated decision rights.
- During the outpatient startup, major admission, continued-stay, level-of-care, emergency, and discharge decisions will use a multidisciplinary approach. Delegated autonomy may expand as competency and trust are established.
- As a startup leadership role, duties, direct reports, and departmental oversight will expand as Valor Ridge Health adds therapists and launches PHP and residential services, and may include reasonable responsibilities not specifically listed when consistent with qualifications and program needs.

Benefits

- Mission-driven work serving military members, veterans, and first responders
- Opportunity to help build a new program from the ground up
- Competitive compensation
- Medical, dental, and vision insurance
- 403(b) retirement plan with employer match
- Generous PTO, including vacation and sick leave
- 75% of continuing education costs, up to $5,000 per year
- Annual CEU reimbursement up to $150
- License renewal fees reimbursed every two years
- Malpractice insurance reimbursed every two years, up to $150
- Support toward obtaining or maintaining the Missouri clinical-supervisor qualification
- Christ-centered organizational culture, including optional chapel services, staff devotionals, and faith-based community events

Acknowledgment

Clinical Director Signature	Date
Executive Director Signature	Date
Printed Name	Effective Date