



*Anchoring safety. Inspiring change. Empowering families.*

## Therapist (Master's - Pre-Licensed)

<b>Position Title</b>	Therapist (Master's - Pre-Licensed)	<b>Employment Status</b>	Full-Time, Non-Exempt
<b>Reports To</b>	Clinical Director	<b>Location</b>	2270 La Montana Way, Colorado Springs, CO
<b>Compensation</b>	\$37-\$40/hour, Depending on experience	<b>Schedule</b>	M - F 9AM/10 AM - 5PM/6PM  Other hours: One weekend day per week at a higher rate (+\$5/hour)

### Position Summary

The ideal candidate is comfortable working in dynamic environments, is aligned with Whole Person care, and is willing to engage in supervised visitation work as part of their clinical responsibilities.

Weekly clinical supervision is provided as part of this role.  
Expected direct service hours are a minimum of 28 hours per week.

Ideal candidates:

- + Willing to engage in supervised visitation work
- + Availability for one weekend day per week

### Qualifications

- Master's degree in Counseling, Social Work, Psychology, or related field
- Minimum 2 years of experience working with youth and families
- Active registration with DORA (or ability to obtain prior to start)
- Strong documentation and time management skills
- Willingness to engage in supervised visitation work



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Primary Roles and Responsibilities	
Clinical Service Delivery	<ul style="list-style-type: none"> <li>• Provide individual therapy to youth and families</li> <li>• Facilitate therapeutic groups in alignment with programming</li> <li>• Facilitate therapeutic supervised visitation, incorporating coaching and clinical intervention</li> <li>• Support emotional regulation, accountability, and skill development in youth</li> <li>• Implement individualized treatment plans</li> </ul>
Documentation & Compliance	<ul style="list-style-type: none"> <li>• Complete all clinical documentation within <b>48 hours</b> of service delivery</li> <li>• Maintain timely, accurate, and audit-ready notes in alignment with Medicaid and payer requirements</li> <li>• Be registered with <b>DORA</b> and abide by all <b>state and federal guidelines</b> for clinical practice</li> <li>• Adhere to all HIPAA and agency standards</li> </ul>
Collaboration & Systems Work	<ul style="list-style-type: none"> <li>• Work closely with supervisors and interdisciplinary Team Members</li> <li>• Coordinate with external systems (DHS, probation, schools, etc.)</li> <li>• Participate in <b>weekly clinical supervision</b> and case consultation</li> <li>• Engage in team-based care planning and service alignment</li> </ul>
Crisis Response	<ul style="list-style-type: none"> <li>• Participate in on-call rotation (minimum expectations for full-time Team Members)</li> </ul>



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	<ul style="list-style-type: none"> <li>• Provide crisis stabilization in community, home, or school settings as needed</li> </ul>
<p><b>Compliance &amp; Accuracy</b></p>	<ul style="list-style-type: none"> <li>• Ensure all billing aligns with <b>Medicaid regulations, CPT/HCPCS coding, and documentation standards</b></li> <li>• Maintain strict confidentiality in accordance with HIPAA and agency policies</li> <li>• Support audit readiness through thorough and organized documentation practices</li> </ul>
<p><b>Who Will Be Successful in This Role</b></p>	<ul style="list-style-type: none"> <li>• You actively own the claims process from start to finish</li> <li>• You are highly detail-oriented and consistently catch errors before submission</li> <li>• You are persistent in follow-up and do not let claims sit unresolved</li> <li>• You are comfortable auditing your own work and identifying gaps</li> <li>• You understand the direct connection between billing accuracy and organizational sustainability</li> <li>• You have the capacity to creatively problem solve</li> </ul>
<p><b>Work Environment &amp; Expectations</b></p>	<ul style="list-style-type: none"> <li>• We are a family that supports families, and we treat each other as such.</li> <li>• No two days will look exactly the same; flexibility and adaptability are essential.</li> <li>• This role requires consistent collaboration across all teams within the agency.</li> <li>• Inciting Holism is a parent- and family-supportive workplace, with flexibility in scheduling when needed and aligned with operational demands.</li> </ul>



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<p><b>Performance Expectations</b></p>	<ul style="list-style-type: none"><li>• Demonstrates reliability, flexibility, and strong follow-through on operational tasks.</li><li>• Communicates clearly and respectfully with staff, families, vendors, and partners.</li><li>• Upholds Inciting Holism’s mission, values, and trauma-informed approach in all interactions and responsibilities.</li></ul>
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