## **Clinica Oscar A. Romero**

## **Volunteer Position**

- Case Management
  - Job search sessions
  - o Relaxation skills training
  - Accountability phone calls
  - Completing progress notes
- Referrals
  - Calling the referrals we have received to offer services.
  - o Assessing the patients for appropriateness for group therapy.
  - Offering further referrals.
  - Completing progress notes and sending follow up letters.
  - o Risk management assessment: S/I, H/I, violent urges.
- Filing
  - o Requesting files from medical records
  - Completing file audits
  - o Completing file packets
- Group Therapy Observation
  - Opportunity to learn group therapy skills.
  - Opportunity to co-lead groups.
  - o Psychoeducation, psychotherapy, substance abuse treatment.
- Training:
  - Weekly supervision/training sessions.
  - Group format
  - Documentation
  - Therapy Skills
  - Learning different therapeutic approaches

Contact Alice Benton, Director of Mental Health, for more information:

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