



Mission Statement

The Harrisonburg Rockingham Community Services Board provides services that promote dignity, recovery, and the highest possible level of participation in work, relationships, and all aspects of community life for individuals and families whose lives are affected by mental health, substance use, or developmental disorders.

Vision Statement

To be a leading community partner providing integrated services to persons with behavioral health and developmental disabilities across their lifespan.

Internship Opportunities

Harrisonburg Rockingham Community Services Board (HRC SB) provides services to individuals and families who struggle with behavioral health and developmental disorders. HRC SB has a longtime commitment of providing undergraduate and graduate students with a variety of internship opportunities. We have several specialty areas in which we offer students job experience while being mentored and coached by a seasoned professional. We can offer internships working with children, adolescents, adults, infants with disabilities, children and adults with developmental disabilities, compliance, and information technology.

Many of our undergraduate and graduate level internship students continue on to do additional internships or find a position within the agency. Included in this booklet is a Clinical Career Pathway flowchart that shows a possible career path with HRC SB. In addition, a description of possible internships and contact information is included.

We look forward to working with you!



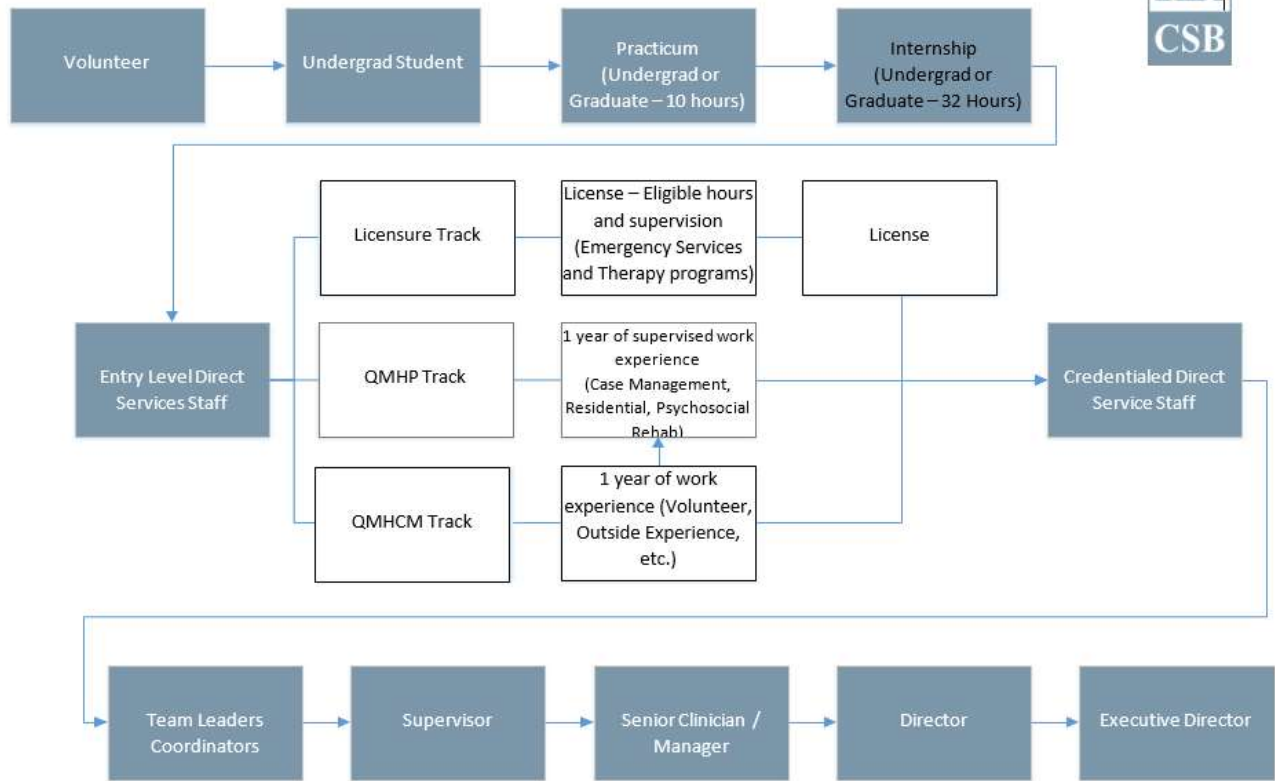
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Interested Applicants should complete an application found on our website (www.hrcsb.org) or download and mail it to Attn: Human Resources 1241 N Main St, Harrisonburg, VA 22802 at least 4 weeks before the start of the semester. (Please be sure to include the specific internship title you are applying for in the “Position” field)

HRCSB Clinical Career Pathways





Adult Outpatient Service

Program Description

Individual, group therapy, and case management applying Motivational Interviewing, CBT and other evidenced-based strategies for treatment of Mental Health, Substance Use, and co-occurring disorders.

Position Responsibilities

- Participate in weekly individual and group supervision as indicated, and attend in-house trainings as required/recommended. An emphasis is placed on learning and blending motivational interviewing with other evidence-based approaches.
- Learn how to document and develop treatment plans in EHR
- Observe, prepare materials for, and eventually co-facilitate treatment groups for Substance Use and Mental Health Disorders
- Observe individual counseling sessions and intakes if this is deemed appropriate and the client gives permission.
- Provide individual therapy and coordinate services for a caseload of about 5-10 clients, as ready to do so.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Graduate level therapy internships,

Number of hours available: 20 - 25 hours/week per internship

Who to contact: Senior Manager of Adult Outpatient Services – 540-434-1941

Adult Outpatient Substance Use Case Management



Program Description

Case management for individuals with diagnosis of substance use disorder or co-occurring substance use/mental health disorder

Position Responsibilities

- Assist case manager with addressing case management needs of consumers including transporting clients to appointments in the agency and community.
- Home visits with SU case manager
- Assisting clients with paperwork.
- Connecting consumers with resources in the community.
- Contacting by phone for outreach and scheduling.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergraduate

Number of hours available: 20 - 25

Who to contact: Supervisor of Adult Outpatient Services – 540-434-1941



Adult Mental Health Case Management

Program Description

Case Management consists of assessing the needs, strengths and preferences of the individuals served who live with serious mental illness. Case management links to needed services and continues to monitor those linkages for the duration of services. Examples of needed services/linkages consist of housing, medication and psychiatric services, employment, community integration, benefits, legal services and crisis services. Case managers can have caseloads of up to 40 individuals.

Position Responsibilities

- Work with case management staff to learn assessment, progress notes and individual service planning skills.
- Work directly with clients to engage in services.
- Engage in linking clients to services through contacts and referrals in the community.
- Provide transportation to clients while building rapport and therapeutic alliance.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergraduate

Number of hours available: 10 - 30 hours

Who to contact: Supervisor of Adult Case Management – 540-434-1941



Psychosocial Rehabilitation (Summit House)

Program Description

Summit House is a psychosocial rehabilitation program informed by the Fountain House Model/Clubhouse model. Members (known as clients in other settings) are an integral part of the program. Members are in recovery from severe and persistent mental illness. Some are also in recovery from alcohol and substances.

Summit House focuses on member responsibility and empowerment, social engagement and support, community integration, mental health education and overall wellness. Staff, members, and students work side by side to complete the work of Summit House. This includes preparing meals and snacks, completing clean-up and other maintenance tasks, and providing clerical support to the program while providing support, encouragement and interventions in accordance with training.

Summit House also provides a broad range of groups and activities. Topics may include socialization, leisure, education, work readiness, self-worth, self-advocacy, coping skills, medication, self-management, DBT, co-occurring disorders, tobacco cessation and other topics. This position may include some off-site participation with members in various community integration settings such as accompanying members to volunteer at local non-profit organizations.

Position Responsibilities

- Provide general supervision, engagement and support for members in the milieu
- Support members' skill development, practice and application at Summit House and in community integration settings
- Present concerns or observations regarding members to supervisor promptly
- Alert staff immediately in the event of a possible psychiatric crisis or disruptive behaviors
- Establish and maintain effective relationships with all persons at Summit House based on courtesy, compassion and respect
- Participate in various groups and activities in order to support members' recovery
- Develop and lead a group of your choice at Summit House
- For graduate interns: participate in assessments, treatment planning, quarterlies

Location

Summit House 1888 Pear St Harrisonburg, VA 22801

Type of student: Undergrad or graduate

Contact: Supervisor of Summit House – 540-434-1941

Number of positions per semester: 2

Number of hours available: 30

Residential Crisis Stabilization Unit (Arbor House)



Program Description

Arbor House is a seven-bed short-term residential program that provides support and stabilization for adults age 18 and over who are currently experiencing an acute mental health crisis. Participation in this program offers an alternative to inpatient hospitalization or assists in the transition from hospitalization back to the home. The goals of this program are to assist individuals in mobilizing their own inner resources and community supports to aid in their ongoing journey of recovery. While at Arbor House, staff work with residents to identify goals, stabilize the current crisis, and develop a community support system to assist in continued rehabilitation and recovery after discharge.

Position Responsibilities

- Co-lead therapy and skills intervention groups
- Provide individual sessions with residents
- Complete admission process to program
- Complete discharge process from program

Location

Arbor House Building
1353 North Main St
Harrisonburg, VA 22802

Type of student: graduate school intern

Number of hours available: 30+

Who to contact: CSU Supervisor – 540-434-1941



Mental Health Residential (Market Street)

Program Description

Residential services provide supportive living opportunities in Harrisonburg. Residents are given support and interventions they need to live successfully in the community. The goal of the service is to prevent hospitalization and provide needed discharge placement for clients leaving long term hospital stays at Western State Hospital. There are 10 beds available for this intensive 24 hour service.

Position Responsibilities

- Work directly with clients to engage in skill development.
- Develop new skill based modules to engage clients.
- Provide general supervision of milieu.
- Assist staff in community based outings and/or transportation for individuals.
- Work with staff to learn assessment, progress note and individual service planning skills.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802
and
Market Street house and apartments

Number of positions per semester: 2

Type of student: Undergraduate

Number of hours available: 10 - 30 hours

Who to contact: Residential Coordinator – 540-434-1941

Developmental Services

Program Description

Developmental Disability Case Management provides support to individuals with chronic mental or physical impairments such as Autism Spectrum Disabilities, Intellectual Disabilities, Cerebral Palsy, and other developmental disabilities. The individuals served range in age from children to older adults in a wide variety of community settings. Case managers may interact with many different agencies and people such as community service providers, health care providers, social service agencies, schools, and family members. The case manager's primary function is to assess the person's needs, link them with services, and then monitor service delivery. Case managers are responsible for working directly with the individual and family to coordinate services, monitor health and safety, and assess the individual's satisfaction with services. Some direct assistance with transportation and maintaining independence in the community is also provided.

Position Responsibilities

- Duties include assisting Support Coordinators with linking individuals with disabilities with community resources and agencies.
- Attending Support Intensity Scale Assessments and individual planning meetings.
- Going on home and provider visits with Support Coordinator.
- Assisting with transportation needs of individuals.
- Providing some companion/community integration/social activities with individuals.
- Assisting with the intake process.
- Special projects and data collection, and various office organizational duties.

Location

463 E Washington St
Harrisonburg VA 22802

Number of positions per semester: 1

Type of student: Practicum, Undergraduate

Number of hours available: 10 - 40

Who to contact: Developmental Services Director – 540-434-1941



Behavioral Health Wellness

Program Description

The Behavioral Health Wellness mission is to increase behavioral health wellness by promoting Substance Use (SU) prevention and mental health wellness in the environment, communities and individuals. The guiding principles include:

- Data driven decision-making.
- Collaborate with state and local prevention systems to build capacity through training, technical assistance and resources to increase population level behavioral health wellness.
- Utilize the strategic prevention framework to shape systems development, identify service delivery priorities and outcome evaluation.
- Ensure the implementation of proven prevention programs, practices, strategies, and policies.
- Integrate cultural competence throughout the prevention system.
- Monitor prevention system effectiveness and efficiency to achieve population level change through performance management.

Position Responsibilities:

- Help research and implement environmental strategies aimed at influencing community conditions, standards, institutions, systems and policies to support the physical, economic, legal and socio-cultural conditions of families and the community.
- Assist in coordinating Strong Families Great Youth Coalition meetings, take minutes, and plan activities, as well as attend meetings.
- Participate in community outreach programs aimed at increasing community readiness.
- Help research and implement Social Marketing & Media campaigns that help raise awareness, promote healthy norms and behaviors and support policy changes related to substance use and wellness.
- Help coordinate Mental Health First Aid (MHFA) and Applied Suicide Intervention Skills Training (ASIST) courses.

Location

Main Campus: 1241 North Main St., Harrisonburg, VA 22802

Number of positions per semester: 1
Type of student: Undergraduate

Number of hours available: 10 & 32 hour placements
Who to contact: Behavioral Health Wellness Coordinator –
540-434-1941



Children's Early Intervention Program

Program Description

Children's Early Intervention Program provides brief therapeutic support services to students in Harrisonburg City Public Schools and Rockingham County Public Schools. The program is designed to provide mental health support at school for students who are unable to access traditional services or need additional support within the school setting.

Position Responsibilities

- Provides brief solution focused 20-30 minute sessions with students at school
- Collaborates with school personnel to address problematic behaviors that interfere with the student's ability to learn at school
- Acts as an advocate in the school system focused on student's mental health needs
- Assists student and their families in accessing additional supports in the community as appropriate
- This position also has the opportunity to do traditional outpatient work with uninsured children, youth & young adults at the main campus as schedule and needs allow.
- For programs where videotaping of session is required, please note that current agency policy does not allow for recording of interactions with any client under the age of 18.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Graduate – Practicum & Internships

Number of hours available: 10 & 30 hour placements

Who to contact: Supervisor of Child and Adolescent Clinical Services – 540-434-1941



Children's Mental Health Case Management

Program Description

Children's Mental Health Case Management provides support to children and their family where the child has been identified as at-risk of developing a serious emotional disturbance or who have already been identified as having a serious emotional disturbance. Case managers assist children and their families with accessing services to address behavioral health and primary health concerns. They also work collaboratively with other child & youth serving agencies to coordinate opportunities for their clients to gain the skills necessary to understand and manage their health needs. Case managers also attend school meetings and act as an advocate for the child and family.

Position Responsibilities

- Accompany case managers and clients to appointments, home visits and meetings
- Facilitate clients' access to services by providing transportation
- Assist case managers in coordinating services and monitoring clients' needs
- Complete paperwork as assigned
- May work individually with clients as mentors or tutors

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1 to 2

Type of student: Undergraduates – Practicum & Internships

Number of hours available: 10 & 32 hour placements

Who to contact: Children's Case Management Supervisor – 540-434-1941



Family Care Coordination Program

Program Description

The Family Care Coordination Program assists in the transition of clients returning back to their community following a placement in a residential facility. This is achieved by coordination of wrap around supports and services.

Position Responsibilities

- Student will shadow employee and travel with them and assist in service delivery to clients.
- Co-lead groups for adolescents related to anger management and/or substance use
- Coordinate meetings for families and providers
- Assist in assessments for client and their families

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: One (1) position per semester.

Type of student: Undergrad, Graduate, Practicum

Number of hours available: Up to 32 hours.

Who to contact: Children's Case Management Supervisor – 540-434-1941



Infant & Toddler Connection (ITC)

Program Description:

Developmental services provided to infants and toddlers ages birth to 3 years old. We provide services in the natural environments (i.e. home, playgrounds, daycare, etc.). We provide Service Coordination (case management) to all families in our program. We offer developmental services such as Physical Therapy, Occupational Therapy, and Speech Therapy to children that are found eligible for ITC services.

Position Responsibilities:

- Working with staff and families providing developmental services to infants and toddlers.

Location

463 E Washington St
Harrisonburg, VA 22802

Number of positions per semester: 1 with full hours needed. (If shadowing or practicum students, we can sometimes have more students depending on hours needed and time length.)
Type of student: Practicum students, shadowing students, undergrad, or graduate students



Information Technology

Program Description

The Information Technology Department is responsible for all aspects of technology for the agency. This includes PCs, Laptops, iPads, iPhones, Email server, firewall, physical and virtual servers, switches, Metro-E solutions, remote sites, VPN, access control, phone system, email encryption, conference rooms, smart boards, and numerous software applications. We are always striving to anticipate the needs of the staff and be prepared when the needs arise.

Position Responsibilities

- Answer Helpdesk Calls and perform basic troubleshooting
- Replace computers, toner, etc.
- Assist with project implementation and rollouts (projects change regularly – i.e. windows, office, training software, etc.)
- Assist with Network troubleshooting, wiring, phone system maintenance

Location

Main Campus (but will travel to other locations within Harrisonburg City limits)
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergrad

Number of hours available: up to 30

Who to contact: Information Technology Manager – 540-434-1941

Assertive Community Treatment (ACT)

Program Description

Assertive Community Treatment (ACT) Teams provide comprehensive community and home-based services to clients with serious mental illness. Based on the evidence-based Assertive Community Treatment model, these teams provide interdisciplinary services to clients who need more than traditional outpatient services.

The ACT team is comprised of a prescribed team of clinical staff including individuals focused on medical, therapeutic, peer, co-occurring, housing, vocational, and team support. Crisis response is available after normal hours.

Position Responsibilities

- This internship will function as an introduction to all aspects of the program and include:
 - Shadowing staff
 - Documentation practice
 - Attending Meetings and Trainings
 - Supporting Clients

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 2

Type of student: Undergraduates, Graduates and Practicum

Number of hours available: 10 - 40 hours

Who to contact: Assertive Community Treatment Supervisor—540-438-7181



Compliance Department

Program Description

The Compliance Department is responsible for ensuring adherence to internal policies, government regulations, and industry standards. This includes both internal audits and reviews of operations as well as external monitoring efforts. The department ensures the organization's quality assurance and quality improvement through many different aspects including risk management, staff documentation training and reviews, credentialing, data management, and obtaining insurance authorizations for clients.

Position Responsibilities

- To learn about Medicare, Medicaid, Managed Care Organizations (MCOs), and private insurance systems in Virginia.
- To learn about the Department of Behavioral Health and Disability Services (DBHDS) and other licensing/regulatory boards in Virginia.
- To learn and understand authorizations processes for HRCSB services. To learn authorization reports and how to problem solve various insurance coverage issues.
- To understand the basics of credentialing regulations and processes.
- To learn about federal and state regulations related to documentation training and chart reviews.
- To understand the principles of risk management as the process of identifying, assessing, and controlling potential risks that could negatively affect HRCSB. To learn about the DBHDS licensing and human rights reporting system.
- To learn the processes of data management for collecting and organizing HRCSB data to be submitted to the State, so it can be analyzed for outcomes and trends.
- To assist the Compliance Department staff as needed within the parameters of his/her authorized access.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergraduate; Healthcare Administration; Public Administration

Number of hours available: 10 – 20 (negotiable)

Who to contact: Compliance Manager -- 540-434-1941