

Clinic Director - BCBA

Job Description

The Clinic Director will lead their team utilizing a collaborative approach to drive a best practice environment, focused on a wide range of activities designed to deliver quality ABA clinical outcomes to our clients.

As a member of Rise Up for Autism, the Clinic Director will be part of the leadership team and have opportunities to share their expertise, collaborate with and learn from other Clinic Directors and industry leaders.

Essential Job Functions:

- Responsible for driving the execution of key service, quality, and growth initiatives.
- Manage or assist in managing the day-to-day operations of all services in the clinic.
- Monitor KPIs for performance, recognize strong execution and provide a plan of action on how to meet expectations.
 - Execute clinical policies and procedures.
 - Provide clinical management and oversight to a team of BCBAs and R/BTs
- Problem solve issues with BCBAs when insufficient progress toward client goals/outcomes is observed via a review of relevant behavioral data
- Regularly conduct staff surveys to identify proactive strategies to ensure staff retention and use OBM to support staff growth.
 - Complete annual performance evaluations for all BCBAs, to determine potential for improvement and ensure treatment integrity.
- Maintain a reduced clinical caseload, involving direct assessment, treatment of clients, supervision, and parent training.
- Participate actively in ensuring all staffing needs are updated and communicated to the recruiting department to ensure a steady flow of staff.
- Handle sensitive employee relations issues with integrity, either individually or with the assistance of Human Resources
- Manage caseloads and billable hours for all BCBAs and ensure caseloads are allocated and billables are met.

- In collaboration with finance, develop, implement, and achieve annual budget outcomes. Ensure the necessary resources are available to achieve the desired results.
 - Provide updates on clinical operations and execute strategic planning.
- Provide direct support to BCBA's through frequent communication and company updates, provide direction, and create space for team collaboration.
 - In collaboration with leadership, develop, implement, and achieve annual budget outcomes. ● Ensure the necessary resources are available to achieve the desired results.
 - Develop and implement strategy to develop growth opportunities for BTs/RBTs and Supervisees. ● Ensure all clinical personnel receive the training necessary, on a timely basis, to effectively perform their duties.
- Ensure all personnel adhere to the Company's high professional, clinical, billing, and ethical standards.
 - Foster a positive culture and build relationships with staff by recognizing staff achievement. ● Oversee BCBA's in Joliet School District, train and implement curriculum.