

## ICD Available Positions

All positions are located at ICD, 340 East 24th Street, New York, NY 10010.

To apply for a position, please send a cover letter and résumé to: Human Resources  
 ICD  
 340 East 24th Street  
 New York, NY 10010 Email: [hr@icdnyc.org](mailto:hr@icdnyc.org)

ICD is an Equal Opportunity Employer.

Physician Assistant or Nurse Practitioner Physician Assistant or Nurse Practitioner to participate in an innovative collaborative program to integrate health and mental health services for individuals with psychiatric and medical conditions in an outpatient setting. ICD-International Center for the Disabled will initiate a program that supports healthy lifestyles and compliance through evidence-based interventions, case management, and coordination of services among the treating providers. The position of "medical extender" will be responsible to coordinate the clinical aspects of this program, working as a bridge between the patient's primary care physician, psychiatrist, case manager and clinical psychotherapist. The Physician Assistant or Nurse Practitioner must have experience with individuals with psychiatric disabilities, knowledge of psychotropic medications, experience with the range of medical disorders seen in a community-based outpatient clinic, and an interest to be involved with a medical-home team-approach care model. This is a full-time position (no week-ends or evenings) with salary and benefits commensurate with experience.

Behavioral Medicine Department Associate Director/Mental Health Clinic LCSW or licensed Psychologist to provide staff supervision, utilization review, and conduct continuous quality improvement in ICD's NY State licensed mental health clinic. Collaborate with an innovative management team committed to developing evidence-based interventions, including the integration of health and mental health services for individuals with psychiatric and medical conditions. The successful candidate must have competence regarding the treatment of individuals with psychiatric disabilities and coexisting substance abuse disorders. Also required: 1) Strong knowledge of the OMH regulations, including at least five years of progressively more responsible experience in an OMH licensed clinic. 2) Familiarity with EHR systems and PC/Word/Excel. This is a full-time position (no week-ends or evenings). ICD-International Center for the Disabled is located on East 24th Street in Manhattan. Minority applicants encouraged to apply. Database Administrator (Part Time) The International Center for the Disabled, one of Gramercy's leading outpatient centers is seeking a part time Database Administrator to join our Traumatic Brain Injury department. ICD works with a dynamic population including orthopedic, neurological and cognitive rehabilitation.

Duties for Database Administrator:

1. Manage large client database that includes demographic information, outcome measures, etc.
2. Generate forms for outcome measures ("indicator forms") to be completed by clinicians and track forms to ensure completion. These forms are completed for every client every 6 months. Enter indicator data into database.
3. Enter data from TBI History form which is compiled by volunteers.
4. Track new clients and terminations from cog. program and update database regularly
5. Track neuropsychological evaluations and check clinical charts regularly to see if we've received neuropsychological reports, medical documentation, etc)
6. Run reports that are needed for funding sources, Quality Assurance, etc.
7. Perform general administrative functions in support of Brain Injury Program

Associates of Science, or equivalent experience, in Information Systems, Business, Public Health or related field. Minimum of two years experience providing data management services and general support preferably in a healthcare or non-profit setting required. Strong communication and interpersonal skills required. Ability to create business solutions to operational challenges is essential, must be able to work independently. Must be proficient in Computer, EXCEL and MS Office Suite skills are necessary. Addiction Recovery Services Addiction Counselor Experienced CASAC with Bachelors Degree needed for eastside Manhattan outpatient addiction recovery program. Responsibilities include evaluations, case management, individual and group counseling for people with coexisting disabilities. Experience with mental health, disabilities and Spanish language skills preferred. Exciting opportunity to work w/interdisciplinary medical & psychiatric - psychological - addiction team. Immediate opening.