

Job Description

Job Title:	Neurotherapy Technician
Position Type:	Full-Time
Reports To:	Neurotherapy Team Manager
Location:	Johns Creek, GA (a suburb of Atlanta)
Contact:	davey@mindmotioncenters.com
<p>Job Purpose:</p> <ul style="list-style-type: none"> - Create added value for Mind and Motion, LLC by assuming the responsibility and completing the duties described below with a goal of accomplishing the company's mission and vision. <p>Duties:</p> <ul style="list-style-type: none"> - Obtain operant familiarity and BCIA certification within the therapeutic modality of Neurofeedback Therapy and Interactive Metronome Therapy. - Provide Neurofeedback (NFB) therapy, Interactive Metronome (IM) Therapy, and Quantitative Electroencephalogram (qEEG) acquisitions to patients under the protocols and procedures designed by the supervising psychologist and Clinical Director. - Serve as an asset to the Company's Neurotherapy Team by providing implementation of Clinical Director's therapeutic Plan of Care. Assure that all NFB/IM protocols, behavior and therapeutic action plans are documented, implemented, and administered by order of the Clinical Director. - Assist in organizing weekly clinical case meetings by providing input into therapeutic progress, organizing individual documentation needed for review, and maintaining information flow by keeping all departmental metric spreadsheets up to date. Work closing with all clinical providers to ensure multidisciplinary therapeutic relationships and high quality of care. - Work within the clinic's existing business solutions to add value to these resources by maintaining metric goals related to the performance and efficiency of the company's neurotherapy department. - Maintain metric goals associated with quality of service and customer satisfaction that pertain to clinical delivery. - Complete all treatment SOAP notes, IVA reports, and other clinical documentation in an organized and timely manner. - Maintain a clean and organized treatment environment, instruments, and materials. - Respond to and participate in Ad-Hoc committees and tasks with the purpose of moving the company closer to fulfilling its mission. - Fulfill the hourly requirements stipulated by the employment agreement. - Act in a manner conducive to the role that is being conferred during the contract, in accordance with the values and mission of the company. - Complete job duties under the supervision of the Neurotherapy Team Manager. - Know and become compliant with HIPAA regulations. Understand how they relate to the scope of the position. 	

Preferred Qualifications:

- Bachelors degrees in Psychology or related field.
- 2-3 years' experience working in a culturally diverse clinical setting with individuals of multiple developmental levels.
- Ability to contribute within a team mentality.
- Independently motivated.
- Strong time management skills and technical troubleshooting abilities.