Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

Behavioral Health Series

Classes in the Series

Class Code	Class Title
03242	Behavioral Health Assistant
03255/83255	Behavioral Health Professional 1
03256/83256	Behavioral Health Professional 2
03257/83257	Behavioral Health Professional 3
03258/83258	Behavioral Health Professional 4

Series Concept

Positions in this series provide psychological, counseling, behavior analysis, or substance use services to persons or entities in need of behavioral health services or supports. Employees in this series may conduct screening and assessment, diagnosis, treatment or rehabilitative interventions, and case management consistent with their clinical background and expertise. They serve diverse populations, including children/adolescents, adults, individuals with intellectual or developmental disabilities, and those involved in the legal system. They work in various settings, including state-operated facilities, community programs, schools, and correctional institutions, providing services and support to vulnerable populations.

Employees collaborate with other healthcare and social service professionals, offering expert advice, assistance, and service unique to their field of practice. They contribute to multidisciplinary teams and address complex needs through individualized treatment plans, behavioral health interventions, crisis response, and risk management.

The series reflects a range of responsibilities and qualifications, with distinctions based on:

- Complexity of Cases: Higher levels involve managing more complex cases, requiring greater expertise, autonomy, and clinical judgment.
- Supervision and Leadership: Advanced positions may include providing oversight to other staff, leading teams, or managing programs.
- Specialization: Some classifications emphasize specialized expertise, such as forensic psychology, neuropsychology, or advanced behavior analysis.

Positions require progressive educational qualifications, clinical experience, and professional licensure or certification depending on the role. Higher-level positions demand advanced credentials, independent practice, leadership skills, and program management expertise to oversee behavioral health services. Placement within the series is determined by the specific duties and responsibilities assigned to the role.

Exclusions

The following are excluded from classification within this series:

1. Positions performing unrelated work, such as general correctional rehabilitation, activities therapy, or nursing services for incarcerated individuals or residents of state facilities, are assigned to classes for these functional areas (e.g., Correctional Counselor, Activities Specialist, Registered Nurse).

2. Positions focused solely on social services without a clinical/therapeutic/treatment focus should be classified within the Social Worker Series.

Class Distinctions

Behavioral Health Assistant

Positions perform non-clinical support under direct supervision. Duties are routine, non-complex and include assisting with client intake, conducting basic screening or assessments, and supporting therapeutic activities. At this level, work can be found in the following disciplines:

- Psychology: Positions are responsible for performing psychological testing and/or limited situational counseling work in support of a psychological services program; this work typically requires a bachelor's degree, but does not require licensure as a Psychologist.
- Mental Health Counseling: Positions perform psychological testing and/or limited situational counseling work in support of a psychological services program; this work typically requires a bachelor's degree, but does not require licensure as a Temporary Licensed Mental Health Counselor (LMHCt), Licensed Mental Health Counselor (LMHC), or Licensed Master Social Worker (LMSW).
- Behavior Analysis: Positions manage basic intake and assessments for the least complex cases, providing support for therapeutic interventions and behavioral support under close supervision; this work typically requires a bachelor's degree, and requires licensure as an Assistant Behavioral Analyst.
- Substance Use Counseling: Positions perform substance use counseling work, which requires certification from the Iowa Board of Certification or other comparable licensing or certification body.

Behavioral Health Professional 1

Positions perform basic therapeutic interventions, case management, and counseling tasks, working under moderate supervision. Duties are low to moderate in complexity, assisting in developing and implementing treatment plans, conducting preliminary assessments, and providing behavioral support. Certification or basic licensure (e.g., CADC, LMSW) may be required, and there is moderate autonomy. At this level, work can be found in the following disciplines:

- Mental Health Counseling: Positions provide counseling, therapy, and case management for moderately complex cases under low supervision. Works independently on routine tasks, but major clinical decisions require higher-level oversight; this work typically requires a master's degree, and may require licensure as a Temporary Licensed Mental Health Counselor (LMHCt), Licensed Mental Health Counselor (LMHC), or Licensed Master Social Worker (LMSW).
- Behavior Analysis: Positions are responsible for delivering behavioral analysis services, managing moderately-complex cases, and operates under minimal supervision. Positions perform assessments and behavior plans for clients in various settings. Work typically requires a master's degree, as well as licensure as a Licensed Behavior Analyst (LBA).

Behavioral Health Professional 2

Positions at this level perform individual and group psychotherapy or counseling, applied behavior analysis (ABA) therapy, and detailed behavioral health assessments. Employees create treatment plans and deliver therapeutic interventions for moderately complex cases in a variety of settings. Supervision received is minimal for routine cases, with oversight reserved for complex cases. These positions operate with moderate autonomy, and may require professional licensure such as LMHC, LMSW, LISW, or LBA.

Work involves both clinical care and managing less complex client care independently. At this level, work can be found in the following disciplines:

- Psychology: Positions handle the least complex cases, perform basic assessments, and work under close supervision. Tasks may include assisting licensed professionals and managing intake or screening processes. Work typically requires a master's degree, but does not require licensure as a Psychologist.
- Mental Health Counseling: Positions have a responsibility for leading lower-level counselors and managing the most complex cases. They provide advanced counseling, psychotherapy, and intervention plans for complex cases; work is completed under minimal supervision. This work typically requires a master's degree, and licensure as a Licensed Mental Health Counselor (LMHC), Licensed Master Social Worker (LMSW), or Licensed Independent Social Worker (LISW).
- Behavior Analysis: Positions have a responsibility for leading lower-level analysts, handling the most complex cases, and providing advanced behavioral analysis interventions; work is completed under minimal supervision. This work requires licensure as a Licensed Behavior Analyst (LBA) and possession of at least a master's degree; however, employees with a doctorate degree and Board-Certified Behavior Analyst – Doctoral (BCBA-D) designation may also perform work classified at this level.

Behavioral Health Professional 3

Positions at this senior-level work independently, managing complex therapeutic services, including diagnosis and treatment of behavioral health disorders. With substantial autonomy, create advanced treatment plans, handle more complex cases, and provide clinical guidance/oversight to non-licensed professionals. Licensure as a Psychologist may be required, and minimal supervision is received. At this level, work can be found in the following discipline:

- Psychology: Positions manage moderately complex cases under general supervision, and may provide clinical oversight of staff at a lower level. Provides therapeutic services, including diagnosis, treatment planning, and intervention for a diverse client population. Work typically requires a doctorate degree and licensure as a Psychologist.

Behavioral Health Professional 4

Positions perform within a specialized clinical expertise area such as forensic psychology or neuropsychology. Incumbents operate with high autonomy and are responsible for ensuring the quality of clinical interventions, overseeing program development, and/or consultation for intricate clinical situations. The complexity of work is at the highest level, requiring advanced licensure (e.g., Licensed Psychologist PhD/PsyD). At this level, work can be found in the following discipline:

- Psychology: Positions handle the most complex cases, specialize in areas such as forensic psychology or neuropsychology, or perform lead work. Work is completed under minimal supervision and employees provide clinical expertise and oversee the development of treatment plans for advanced cases. Work typically requires a doctorate degree and licensure as a Psychologist.

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