



Manager of Behavioral Health Integration Position Description

Employee: _____

Date of Hire: _____

Positions Supervised:
BHI staff across Fairfield Community Health Center and ISBH

Supervisor: Director of Operations

Status: Regular Full time

Classification: Salary-Exempt

Established: 3/18/2026

Position Summary: The Manager of Behavioral Health Integration (BHI) is responsible for the operational oversight, performance management, and strategic coordination of integrated behavioral health services within the Federally Qualified Health Center (FQHC) setting and across partnered primary care health system practices. This position ensures alignment with FQHC regulatory requirements, organizational policies, and health system partnership agreements while promoting high-quality, patient-centered, team-based care.

In addition, this role serves as the organizational Subject Matter Expert (SME) for Behavioral Health Integration (BHI), providing leadership, guidance, and internal consultation across Integrated Services for Behavioral Health (ISBH) to advance integration strategy, model fidelity, and operational excellence.

Essential Duties and Responsibilities:

Operational Oversight

- Oversee daily operations of integrated behavioral health services across FQHC sites and external health system partnerships.
- Ensure compliance with FQHC regulations, HRSA requirements, and organizational policies.
- Monitor access, productivity, documentation standards, and workflow efficiency.
- Identify and implement process improvement initiatives in collaboration with Quality and Clinical leadership.

Organizational Subject Matter Expert (SME) – Behavioral Health Integration

- Serve as ISBH’s internal expert on behavioral health integration models, best practices, and regulatory considerations.
- Provide consultation to executive leadership, regional directors, and clinical teams regarding integration strategy and implementation.
- Develop and standardize integration workflows, training materials, and operational toolkits.
- Monitor national trends, reimbursement changes, and policy updates impacting integrated care.
- Support business development efforts by contributing expertise in new partnership proposals and expansion opportunities.

Partnership & Stakeholder Engagement

- Serve as the operational point of contact for the health system and primary care partners.
- Facilitate regular performance and relationship meetings with partner sites.
- Address operational concerns and support collaborative problem-solving.
- Promote strong interdisciplinary collaboration between behavioral health and primary care providers.

Financial & Performance Management

- Monitor productivity, revenue, and expense performance for integrated programs.
- Collaborate with Finance and Billing departments to ensure accurate reimbursement and regulatory compliance.
- Support budgeting, forecasting, and performance reporting activities.
- Identify opportunities to strengthen financial sustainability of integration models.

Team Leadership & Development

- Provide supervision and/or oversight to BHI team leads as assigned.
- Support recruitment, onboarding, training, and retention of behavioral health clinicians.
- Promote a culture of accountability, collaboration, and continuous improvement.

Compliance & Quality Assurance

- Ensure services are delivered in accordance with FQHC scope of project and HRSA expectations.
- Partner with Quality Improvement and Compliance teams to maintain readiness for audits and site visits.
- Monitor integration model fidelity and adherence to evidence-based practices.

Core Competencies:

- Ability to lead in a matrixed healthcare environment.
- Strong communication and stakeholder engagement skills.
- Financial acumen and data-informed decision-making.
- Strategic thinker with operational execution capability.
- Commitment to patient-centered, community-based care.

Minimum Qualifications:

- Minimum five (5) years of experience in behavioral health, primary care, or integrated care environments, or commensurate experience.
- Demonstrated leadership or supervisory experience.
- Strong organizational, analytical, and interpersonal skills.

Preferred Qualifications:

- Experience working within an FQHC setting.
- Master's degree in Social Work, Counseling, Psychology, Public Health, Healthcare Administration, or related field.
- Experience partnering with hospital systems or large primary care networks.
- Knowledge of value-based care models and population health initiatives.
- Experience leading integration expansion or system-wide implementation efforts.

Environmental Conditions and Expectations:

This position requires the ability to travel between FQHC, and partner practice locations as needed. The Manager must maintain confidentiality, demonstrate professionalism, and support the mission and values of the organization.

Attestation:

1. I have read the duties and responsibilities for my position listed in this Position Description.
2. I understand what is expected of me in the performance of my duties and responsibilities.
3. I can perform my duties and responsibilities with/without any restrictions.

Employee

Date

Supervisor

Date

Chief Executive Officer

Date Approved