

Wajeeha Khan

San Ramon, CA 94582

Washington Township Medical Foundation

October 2021 – Present, Licensed Marriage & Family Therapist

- Complete client assessments
- Formulate client treatment plans
- Provide individual therapy for adults with mental health illness
- Provide psychoeducation for clients and significant others involved in treatment
- Refer patients to outside resources or agencies to support specific needs
- Maintain accurate information of local mental health community resources
- Provide CBT, Motivational Interviewing, Solution Focused and other therapeutic approaches that decrease client mental health symptoms
- Complete clinical documentation and progress notes
- Participate in staff development opportunities to enhance professional growth to maintain license and certification.
- Participate in planned supervision and case consultation conferences

La Familia Counseling Services, ACBHCS

May 2020-September 2021, Sr. Director of Adult Outpatient Programs

- Monitor delivery of quality and effective services;
- Monitor contract performance to ensure that goals and objectives are met;
- Recruit, hire and train program staff
- Oversee and evaluate staff training needs assessments;
- Monitor and assist in the development of potential funding sources to support needed services
- Facilitate leadership training, workshops
- Oversee a Peer Respite Home
- Mentor program supervisors for productivity strategies
- Support direct services for community members

Abode Services, ACBHCS FSP Provider

May 2019-April 2020, FSP Program Manager

- Tracked compliance Medi Cal documentation
- Assessed patient needs for clinical intervention plans
- Supervised 3 Assertive Community Treatment teams (22 staff)
- Facilitated case management meetings
- Worked closely with Director of Wellness Programs
- Reviewed goals, progress reports, productivity
- Reviewed budgets and expenses for spend down and client services

Behavioral Health Works, Inc.

April 2017-May 2019, Clinical ABA Manager

- Completing Vineland Behavioral Scale 3 Assessments for ABA therapy
- Providing resources for families with children diagnosed with ASD
- Assessing patient needs for behavioral intervention plans
- Supervising 15 Behavioral Therapists and 5 Clinical Supervisors
- Facilitating case management sessions
- Working with Clinical Director
- Reviewing goals, progress reports, and behavioral intervention plans for 50 cases

Pathways to Wellness Psychiatric Medication Clinic,
Alameda County Behavioral Health Care

July 2016-May 2017, Medi Cal Therapist

- Provided resources for patients with housing, transportation, employment needs
- Assessed patient needs for counseling, psychiatric, psychological testing and legal support
- Provided direct services to review medication treatment plan & monitor compliance
- Assisted and supported Medi Cal providers in patient case management and therapy
- Completed prior authorizations for patient medication
- Provided Therapy for patients and reviewed medication treatment plan for medical necessity

Tiburcio Vasquez Health Center, Inc.

(Non-Profit Community Behavioral/Medi Cal Support Clinic)

April 2013 – June 2016

Youth Health Services Medical Clinic Manager

- Managing operations of two school based medical clinics
Collaboration with County officials, Executive Mgmt., School District Superintendent
Employee relations management, counseling and training
Initiated operations of a Mobile Health Clinic at Hayward High School

Intercare Therapy, Inc.

Kaiser Members/Easter Seals

January 2013 - April 2013

Case Specialist/Case Manager in Training

Working with families in the Autism Spectrum as an interventionist and managing cases.
Facilitating parent and interventionist communications to reach program goals for referred children.

Assisting families, reach independence for better daily functioning using evidence based approaches.

KinderCare Learning Center

April 2011 - January 2013

Director

- Managing a childcare center with 156 children
- Performing staff reviews for 30 teachers
- Monitoring and tracking center finances
- Maintaining center policies to meet quality standards

DeVry University

September 2005 - March 2011

MFT Intern (Part time)

- Providing psychotherapy services for students and staff with general mental health issues
- Applying CBT techniques to assist students in improving academic performance
- Providing telephone crisis and stress reduction counseling sessions for students
- Consulting with psychiatrists, physicians, and professors of clients for treatment

Tiburcio Vasquez Health Center, Inc.

September 2008 – November 2010

Medi Cal Mental Health Worker II, MFT Intern

- Provided psychotherapy/EPSTDT for high school students and families on campus and in home
- Managed crisis situations, CPS incidents, reporting and 5150 cases at school site
- Managed 10 stress reduction and relaxation workshops for students and staff
- Lead 4 suicide assessment workshops for high school staff

Union City Police Department, Youth and Family Services, Counseling Department

April 2008 – September 2008

Marriage Family Therapist Intern (Part time)

- Provided psychotherapy for at-risk youth in Union City
- Linked clients to County resources
- Consulted with community resource specialists, probation officers and Union City Police Dept.

Family Service of Tri Cities

March 2008 – August 2008

Marriage Family Therapist Intern

- Provided individual, couple and child psychotherapy with primarily Medi-Cal clients
- Attended and participated in clinical supervision meetings and team collaborations
- Formulated RES (Reason for Extended Services) plans for Alameda County funding

Alameda County Crisis Support Services

June 2000 – February 2008

On call Crisis Support Services Specialist

- Provided crisis phone support for crisis line callers
- Attended crisis trainings
- Formulated clinical notes

Tiburcio Vasquez Health Center/Logan Health Center

March 2000 – June 2000

Lead Counselor

- Coordinated the Mental Health Program at Logan Health Center
- Created MFT Counseling Trainee Handbook and initiated counseling services on campus
- Counseled High School students while completing 500 MFT practicum hours under supervision of LMFT

EDUCATION

Licensed Marriage Family Therapist

PhD, Organizational Leadership, ABD

The Chicago School of Professional Psychology 09/2015- 6/2018

Master of Science (M.S.), Counseling, MFT, Certified in Pupil Personnel Services

California State University, Hayward, CA, 12/1998- 09/2000

Bachelor of Science (B.S.), Psychology

California State University, Hayward, CA, 9/1991-6/1994

Languages: Urdu/Hindi, conversational Spanish

Professional Affiliations: CAMFT, Board Member California High School

Private Practice for Individuals, Families and Group Therapy