

PSYCHIATRIC SOCIAL WORKER I

DISTINGUISHING FEATURES OF THE CLASS: The duties of this class require the performance of psychiatric social work in helping patients with social, emotional and related difficulties associated with their disability. The work is performed within prescribed routines, with some leeway permitted in determining the scope of work to be performed in helping the patient to adjust into his/her old or new environment. The Psychiatric Social Worker I functions under the direction of a Psychiatric Social Worker II, or other supervisor, who may define or limit the work to be performed. Employees in this class are expected to meet with professionals of agencies in, or outside of, the community to obtain assistance and guidance for patients. Supervision is not normally a function of this class. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Participates in the intake and screening of new patients, evaluating and diagnosing the patient and problems;

Participates as a team member in individual, group and family therapy;

Provides social work services to help patients adjust to their disabilities and social environment;

Refers clients to other governmental and non-governmental agencies;

Coordinates various activity and treatment programs with other social agencies;

Compiles case studies, recording pertinent information;

Plans with the community mental health team and with community agencies to relate the patient's treatment and rehabilitation program to his/her social situation prior to discharge.

Collects and maintains appropriate data from various sources, such as professional staff and patient's families, to establish an overall approach to the solution of patient's mental and social problems;

Maintains information on community and health resources which can be utilized during the patient's care and subsequent to discharge;

Participates in the process of transfer of patients to other levels of treatment as appropriate.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the practices and procedures of psychiatric social work, and of the social factors affecting disease and disability; ability to organize work effectively; ability to interpret Federal, State and local laws affecting medical and health programs; ability to work effectively with a clinical team setting; ability to prepare reports.

MINIMUM QUALIFICATIONS: Possession of a Master's Degree in Social Work from a graduate school of social work approved by the New York State Department of Education.

SPECIAL REQUIREMENT: Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.