

Jurisdiction: Oneida County
Jurisdictional Class: Competitive
Adopted: 10/3/96

SOCIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for providing professional social work services. An employee in this position is responsible for planning, organizing, and developing and directing the Social Service programs in accordance with current Federal, State, and local standards, guidelines and regulations, to assure that medically-related emotional and social needs are met/maintained on an individual basis. An employee in this position serves as a member of an interdisciplinary health care team involving medicine, nursing, dietary, rehabilitation therapies and activities personnel in identifying needs and in formulating and implementing the restorative and discharge potential of residents. The work is performed within prescribed guidelines, with leeway permitted in helping clients adjust to their medical condition and environment. Employees in this position are expected to consult and cooperate with recognizing the significant social components of health care, and understanding their impact on clients and their families. Work is performed under the supervision of a higher-level employee. Supervision is exercised over the work of subordinate personnel. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Plans, organizes, implements, evaluates and directs social service programs;
Assists in the development, administration and coordination of department policies and procedures;
Assesses psycho-social needs of clients, by participating in interdisciplinary health care team formulation of the client care plan;
Establishes social work goals to aid clients, their families or responsible parties in dealing with the medical problem(s) concerned;
Provides supportive social work services to help clients adjust to their illnesses, disabilities and environment;
Provides consultation to staff regarding the social and emotional aspects of health care and treatment;
Records significant social services progress data and periodic reassessment in medical records;
Determines psycho-social implications of potential client discharge or transfer to different levels of health care, in accordance with utilization control requirements, and aides staff and families in implementation of arrangements;
Modifies social service goals or treatment consistent with changes in client care needs;
Assists the Quality Assessment and Assurance Committee in developing and implementing appropriate plans of correction for identifies deficiencies;
Assigns, trains, and supervises the work of Social Work Assistants and other subordinate staff engaged in providing social services assistance to clients and their families.
Assists with all personnel functions necessary;

TYPICAL WORK ACTIVITIES cont'd:

Maintains information on community and health resources which can be utilized during client care;

Participates in the development, implementation of, and adherence to, Department policy regarding social services aspects of client care;

Serves on, participates in, and attends various committees of the Department, as required;

Assists in preparation of Departmental budget;

Prepares a variety of records and reports related to the work.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the practices and procedures of social work and of the social and psychological factors related to disease and disability; working knowledge of State and Federal rules, regulations and requirements related to health care; ability to counsel health care clients and their families; ability to function as a member of an interdisciplinary health care team; ability to interpret Federal, State, and local laws and regulations regarding the delivery of social work services in a health care setting; ability to plan and supervise the work of others; ability to prepare records and reports related to social services activities; ability to utilize community resources effectively to meet client and family social service needs; ability to confer with, and provide, social services consultation to other health care professionals; sympathetic attitude toward the sick and disabled; tact.

MINIMUM QUALIFICATIONS: Possession of a Master's Degree in Social Work from a graduate school of social work accredited by the Council on Social Work Education and the New York State Education Department **AND** current certification or limited permit to practice social work in New York State issued by the State Education Department.

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.