

Jurisdiction: Oneida County
Jurisdictional Class: Competitive
Adopted: 6/18/91

SOCIAL WORKER ASSISTANT

DISTINGUISHING FEATURES OF THE CLASS: Employees in this class provide limited social work services to residents of the Broadacres skilled nursing facility. Responsibilities of the work include the performance of limited social work in helping residents with social, emotional and related difficulties associated with their medical condition. The work is performed under the supervision of a qualified social worker who is available on a consulting basis. Employees in this class are expected to confer with professionals or agencies in or outside of the facility to obtain assistance and guidance for patients. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Provides limited social work services to help residents adjust to their illnesses or disabilities.

Collect and maintains appropriate data from various sources such as professional staff and residents' families to establish an overall approach to solution of medical and social problems;

Maintains information on community and health resources which can be utilized during residents' care and subsequent to his/her discharge;

Records social information to develop resident case histories;

Participates in the development and implementation of an adherence to the rights and responsibilities of residents;

Participates in the process of transferring residents to other levels of medical care as appropriate;

Works with private, voluntary and other public agencies to identify the availability of medical and health related community services.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of the practices and procedures of social case work and of the social factors related to disease and disability; ability to organize work effectively; ability to prepare reports; ability to get along well with others; tact; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in social work, sociology, psychology, human services or a closely related field; OR
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree AND four (4) years of social work experience in a nursing home in New York State prior to October 1, 1990, as a social work assistant or case aide in a health care facility adhering to standards acceptable to the New York State Health Department.