

MEDICAL SOCIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for providing professional social work services to patients* and their families in hospitals, nursing homes, and health-related facilities to aid them in dealing with medically related social and emotional problems. 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 patients. The work is performed within prescribed guidelines with leeway permitted in determining the scope of social work services to be provided in helping patients adjust to their medical condition and to the environment of the facility concerned. Employees in this position are expected to consult and cooperate with professionals in other disciplines and agencies to aid them in recognizing the significant social components of health care and understanding their impact on patients and their families. The work may be performed either under the supervision of higher level social work personnel or under the general direction of the facility administrator depending upon organizational arrangements in accordance with facility policy. Supervision may be exercised over the work of Social work Assistants and other subordinate employees assigned to the Social Services function in the facility. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES:

- Assesses psycho-social needs of patients upon admission and during continued stay in the facility by participating in interdisciplinary health care team formulation of the patient care plan;
- Establishes social work goals to aid patients, their families, or responsible parties in dealing with the medical problem concerned;
- Provides supportive social work services to help patients adjust to their illnesses, disabilities, and stay in the facility;
- Provides consultation to facility staff regarding the social and emotional aspects of patient health care and treatment;
- Records significant social services progress data and periodic reassessment in patient medical records;
- Determines psycho-social implications of potential patient discharge or transfer to different levels of health care in accordance with utilization control requirements and aids facility staff and patient families in implementation of arrangements;
- Modifies social service goals or treatment consistent with changes in patient care needs;
- May assign and supervise the work of Social Work Assistants and other subordinate staff engaged in providing social services assistance to facility patients and their families;
- Maintains information on community and health resources which can be utilized during patient care and subsequent to discharge;
- Participates in the development and implementation of and adherence to facility policy regarding social services aspects of patient care;
- Prepares a variety of records and reports related to the work.

* The term “*patient*” should be changed to “*resident*” when position is used in health-related facilities.

FULL PERFORMANCE KNOWLEDGES, 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 facilities; ability to counsel health care facility patients 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 facility; 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 facility patient and family social services needs; ability to confer with and provide social services consultation to other health care professionals; sympathetic attitude toward the sick and disabled; tact; physical condition sufficient to perform the essential functions of the position.

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 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.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Agreed to by Municipal Service Division and State Health Department *February 1979*. Based on New York State Hospital Code.

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