

SOCIAL WORK CONSULTANT

(Health Department)_

DISTINGUISHING FEATURES OF THE CLASS: The incumbent is responsible for carrying out assigned functions of the medical social program and acts as a consultant in relation to individual cases receiving medical care. Work is performed under the administrative direction of the Public Health Director and the professional and technical direction of the Director of Patient Services. Work requires effective use of the medical, health and social service resources of the agency and the community. Depending upon the scope of the agency's medical program, the functions include consultation, evaluation, interpretation and follow-up care or referral. A Social Work Consultant does related work as required.

TYPICAL WORK ACTIVITIES:

- Act as Medical Social Case Work Consultant to the Health Department Staff;
- Screen patients as needed for admission to the Home Care Program, and interpret to attending physician;
- Develop a treatment plan based upon the evaluation;
- Provide on-going social work services in the home, assisting families with social, financial or health adjustments, determining the social needs of individual cases;
- Serves as a liaison with other agencies and departments in planning patient care;
- Utilizes effectively community and health resources;
- Participates in orientation and staff education programs;
- Assist team members in selection and referral to other community resources that will assisting the patient to resume life in the community, living with his/her disability, working with physician regarding his/her recommendations;
- Prepare reports and statistics as required;
- May participate in the development of medical social case work policies and procedures;
- Participate in Professional Advisory Committee and Utilization Review process.

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES: Good knowledge of the practices and procedures of 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 the medical and health programs; ability to prepare reports; imagination; creative ability; judgment; tact; physical condition sufficient to perform the essential functions of the positions.

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

Adopted: March 13, 1978

Revised: 4/29/08