Summary

A Medical Social Worker provides social work services to patients on an intermittent basis in their place of residence. This is performed in accordance with physician orders and plan of care under the direction and supervision of the Clinical Manager/Clinical Supervisor.

Qualifications

1. Masters or Doctoral degree from a school of Social Work accredited by the Council on   
   Social Work Education.
2. Minimum of one (1) year experience in health care, home health experience preferred.
3. Current CPR certification and valid driver’s license.
4. Acceptance of philosophy and goals of the Agency.
5. Excellent observation, verbal and written communication skills, problem solving skills, basic math skills; social worker skills per competency checklist.

Essential Job Functions/Responsibilities

1. The Medical Social Worker assumes responsibility for, but is not restricted to:
   1. Ongoing interdisciplinary assessment of the patient
   2. Development and evaluation of the plan of care in partnership with the patient, representative (if any), and caregiver(s)
   3. Providing services that are ordered by the physician as indicated in the plan of care
   4. Patient, caregiver, and family counseling
   5. Patient and caregiver education
   6. Preparing clinical notes
   7. Communication with all physicians involved in the plan of care and other health care practitioners (as appropriate) related to the current plan of care
   8. Participation in the Agency’s QAPI program
   9. Participation in agency-directed in-service training
2. Assesses and evaluates patient’s status by:
   1. Writing and initiating plan of care
   2. Regularly re-evaluating patient and family/caregiver needs
   3. Participating in revising the plan of care as necessary
3. Initiates the plan of care and makes necessary revisions as patient status and needs change.
4. Develops a care plan that establishes goals, based on diagnoses and incorporates medical social work actions. Includes the patient and the family in the planning process.
5. Initiates social work program and instructs other personnel and/or family/caregiver in certain phases of the program with which they may work with a patient, as well as instructing them as to the goals of the social work program for the patient.
6. Implements current medical social work practice following the plan of care.
7. Provides accurate and timely documentation of patient services to reflect the plan of care.
8. Provide patient and family/caregiver education and information pertinent to diagnosis and plan of care.
9. Identifies patient and family/caregiver needs for other home health services and refers   
   as necessary.
10. Prepares and submits clinical and progress summaries based on the attainment of goals.
11. Participates in coordination of Agency services, appropriately reporting the identified needs to the care team.
12. Uses equipment and supplies effectively.
13. Evaluates and documents patient’s response to treatments/interventions.
14. Participates in personal, professional growth and development.

The above statements are intended to be a representative summary of the major duties and responsibilities performed by incumbents of this job. The incumbents may be requested to perform job-related tasks other than those stated in this description.

JOB RELATIONSHIPS:

1. Supervised by: Clinical Manager/Supervisor or Master of Social Work, as

applicable

2. Employees Supervised: None

RISK EXPOSURE: Moderate risk

PHYSICAL REQUIREMENTS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position without compromising patient care.

**PHYSICAL DEMANDS WORK ENVIRONMENT**

On-the-job time is spent in the following physical activities. Show This job requires exposure to the following environmental conditions.

the amount of time by checking the appropriate boxes below. Show the amount of time by checking the appropriate boxes below.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | None | Up to 1/3 | 1/3 to ½ | 1/3 and more |  |  | None | Up to 1/3 | 1/3 to 1/2 | 2/3 and more |
| Stand |  | √ |  |  |  | Wet, humid conditions (non-weather) | √ |  |  |  |
| Walk |  | √ |  |  |  | Work near moving mechanical parts | √ |  |  |  |
| Sit |  |  | √ |  |  | Fumes or airborne particles | √ |  |  |  |
| Talk or hear |  |  |  | √ |  | Toxic or caustic chemicals | √ |  |  |  |
| Use hands to finger, handle or feel |  | √ |  |  |  | Outdoor weather conditions | √ |  |  |  |
| Push/pull | √ |  |  |  |  | Extreme cold (non-weather) | √ |  |  |  |
| Stoop, kneel, crouch or crawl | √ |  |  |  |  | Extreme heat (non-weather) | √ |  |  |  |
| Reach with hands and arms |  | √ |  |  |  | Risk of electrical shock | √ |  |  |  |
| Taste or smell |  | √ |  |  |  | Work with explosives | √ |  |  |  |
|  |  |  |  |  |  | Risk of radiation | √ |  |  |  |
|  |  |  |  |  |  | Vibration | √ |  |  |  |
| This job requires that weight be lifted or force be exerted. Show how much & how often by checking the appropriate boxes below | | | | |  |  |  |  |  |  |
|  | None | Up to 1/3 | 1/3 to ½ | 2/3 and more |  | The typical noise level for the environment for the work environment is: (Check all that apply) | | | | |
| Up to 10 pounds |  | √ |  |  |  | 🞏 Very Quiet 🞏 Loud Noise 🞏 Quiet  ⮽ Moderate Noise 🞏 Very Loud Noise  Hearing:  ⮽ Ability to hear alarms on equipment  ⮽ Ability to hear patient call  ⮽ Ability to hear instructions from staff | | | | |
| Up to 25 pounds | √ |  |  |  |  |
| Up to 50 pounds | √ |  |  |  |  |
| Up to 100 pounds | √ |  |  |  |  |
| More than 100 pounds | √ |  |  |  |  |

**REPETITIVE MOTION ACTIONS**

* **Number of Hours -**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **This job has special vision requirements; check all that apply** | **Repetitive use of Foot Control** | 0 | 1-2 | 3-4 | 5-6 | 7+ |
| 🞏 Close vision (clear vision at 20 inches or less) | Right only |  |  |  |  |  |
| 🞏 Distance Vision (clear vision at 20 feet or more) | Left only |  |  |  |  |  |
| 🞏 Color Vision (ability to identify and distinguish colors) | Both | **√** |  |  |  |  |
| 🞏 Peripheral Vision | **Repetitive use of Hands** |  |  |  |  |  |
| 🞏 Depth Perception | Right only |  |  |  |  |  |
| 🞏 Ability to Adjust Focus | Left only |  |  |  |  |  |
| ⮽ No Special Vision Requirements | Both |  | **√** |  |  |  |
|  | **Grasping: simple/light** |  |  |  |  |  |
| **Special demands not listed:**  **Note:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position | Right only |  |  |  |  |  |
| Left only |  |  |  |  |  |
| Both |  | √ |  |  |  |
| **Grasping: firm/heavy** |  |  |  |  |  |
| Right only |  |  |  |  |  |
| Left only |  |  |  |  |  |
| Both | **√** |  |  |  |  |
| **Fine Dexterity** |  |  |  |  |  |
| Right only |  |  |  |  |  |
| Left only |  |  |  |  |  |
| Both |  |  |  | √ |  |

I have read the above job description and fully understand the conditions set forth therein and will perform these duties to the best of my knowledge and ability.

*Signature Date*