

JOB DESCRIPTION

MEDICAL SOCIAL WORKER

DEPARTMENT: CLINICAL SERVICES

REPORTS TO: DIRECTOR OF PATIENT CARE SERVICES HOSPICE

POSITION SUMMARY:

This position is responsible for providing psychosocial assessments of LMVNA patients. The Medical Social Worker provides counseling, education and resource referral to the patient in accordance with accreditation guidelines, Federal and State rules and regulations, accepted Standards of Social Work Practice and LMVNA policies and procedures.

ESSENTIAL JOB FUNCTIONS:

- Assists LMVNA patients in coping with the impact of their illness whether chronic, acute or terminal. Counsels the patient to utilize his/her own resources and those of the community to reach his/her highest level of functioning within the context of the injury or illness; and interacts with the physician and team members to ensure an understanding of the patient's social and emotional factors related to health problems. Interacts with the patient, with the use of psychotherapeutic methods, and their family members to prevent or lessen the psychosocial, emotional and environmental conditions that interfere with the patient's ability to receive care, comply with treatment, or heal.
- Provides accurate, legible documentation in a timely manner. This includes an assessment of the patient's resources, strengths, weaknesses and problems identified by the patient and healthcare team as related to the patient's illness or disease process as prescribed by the physician; communicates social service departmental concerns, ideas and needs to immediate supervisor.
- Complies with all CEU requirements as required by appropriate regulatory agencies.
- Complies with the mandate to report abuse and neglect of a dependent elder and/or child to the appropriate regulatory agencies.
- Participates in the process to maintain internal and external customer satisfaction.
- Attends and participates in case conferences on a regular basis, in-service educational programs, and conduct ongoing therapy groups.
- Participates in QE process as assigned.
- Represents the organization at appropriate community/agency meetings.
- Provides orientation as requested to new clinical staff regarding the purpose, role and duties of the MSWs and serves as a field educator of graduate MSW interns, as appropriate.
- Meets daily average productivity standard set by LMVNA.
- Must maintain a positive, professional, and respectful attitude.
- Performs other related duties as assigned.

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QUALIFICATIONS AND REQUIREMENTS:

EDUCATION:

Master's degree in social work from an accredited school of social work

Current CPR card

California licensure preferred (LCSW)

Must have a valid California Driver's License

EXPERIENCE:

Must have knowledge of current Medicare regulations and the psychosocial community linkage network for the area.

PHYSICAL DEMANDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:

The conditions herein are representative of those that must be met by an employee to successfully perform the physical demands of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard field environment.

Physical: primary functions require sufficient physical ability and mobility to work in a field setting.

- Must be able to learn and comprehend basic instructions and orientation to the job.
- Must have strong attention to detail and ability to independently problem solve with interruptions.
- Must be able to communicate clearly and exchange information with other staff and the public.
- Must be able to work with occasional interruptions.
- Must have the ability to understand the meanings of words and respond effectively and be proficient in speaking, writing and reading English.
- Must be able to express or exchange ideas by means of the spoken word to impart oral information to clients or to the public and to convey detailed spoken instructions to other workers accurately, loudly or quickly.
- Must be able to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard frequently
- Must be able to work alone frequently
- Must be able to frequently work with computers.

- Must be able to sit frequently
- Must be able to stand occasionally
- Must be able to stoop, bend, reach, twist, crouch, and kneel occasionally
- Must be able to lift an object up to 11-24 lbs.raising or lowering it from one level to another occasionally
- Must be able to transport an object up to 11-24 lbs. usually holding it in the hands or arms for 100 ft. frequently
- Must be able to level lift an object up to 11-24 lbs. occasionally
- Must be able to lift overhead an object up to 11-24 lbs. occasionally
- Must be able to push/pull an object up to 11-24 lbs.occasionally
- Must be able to frequently drive auto equipment
- Must be able to work irregular shifts (shifts not between 8:00 a.m. and 5:00 p.m.) occasionally
- Must be able to maintain body equilibrium to prevent falling when walking, standing and crouching.
- Must be able to have hand exposure to the public and staff frequently
- Must be able to see in the normal visual range with or without correction doing close eye work.
- Must be able to hear in the normal audio range with or without correction.
- Hands – repetitive motion frequently
- Hands – fine manipulation frequently
- Hands – gross manipulation occasionally
- Grasping: Right – simple grasp occasionally
Left – simple grasp occasionally
Right – firm grasp occasionally
Left – firm grasp occasionally

Simple grasp = under 50 lbs.

Firm grasp = over 50 lbs.

ENVIRONMENTAL REQUIREMENTS (possible exposure to):

- Blood/body fluids occasionally
- *Aerosol transmissible diseases* occasionally
- *Other potentially infectious material (OPIM)* occasionally

Occasionally = 1 – 33%

Frequently = 34 – 66%

Constantly = 67 – 100%

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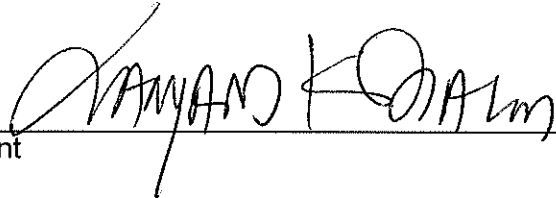
STANDARD OF PERFORMANCE AND ACCOUNTABILITY:

All employees will maintain high standards of integrity and business ethics, will abide by the organization's compliance program, rules, policies and procedures, applicable laws and regulations, will conduct self in an honest, ethical manner and report promptly any suspected violation of compliance standards to the Compliance Officer.

All employees will abide by the Injury and Illness Prevention Program (IIPP).

All employees will be held accountable in meeting all functions as defined within the scope of their job description, which includes all goals and objectives set for the position.

If accountability standards are not met, the employee may be given an oral warning followed by a written warning. However, the organization reserves the right to proceed directly to a written warning or separation from employment for misconduct or performance deficiency without resort to prior disciplinary steps when the organization deems such action is appropriate.

President 

Date 1/15/18

Supervisor

Date

Employee

Date