

TITLE OF POSITION: MEDICAL SOCIAL WORKER ASSISTANT

TITLE OF IMMEDIATE SUPERVISOR: MEDICAL SOCIAL WORKER

RISK OF EXPOSURE TO BLOODBORNE PATHOGENS – HIGH

DUTIES OF POSITION
Is responsible for the delivery of social services to the Agency patients and their families in accordance with a physician's written orders, under the supervision of the Medical Social Worker.
POSITION RESPONSIBILITIES
Evaluate and assess the social and emotional factors related to the patient's health problem as a means of estimating the patient's capacity and potential to cope with the problems of daily living.
Provide supportive casework for patients and their families geared toward acceptance of health problems.
Provide information concerning secondary effects of illness, especially emotional components.
Act as intermediary between patients and other community agencies and assists with nursing home placement.
Assist patients and their families to locate and utilize community resources.
Collaborate and consult with the patient's physician and other health care team members to assist them in understanding the significant social and emotional factors related to the patient's health problems and in planning for discharge.
Prepare clinical/progress notes on the day visits are made and incorporates same in the clinical record within 72 hours.
Maintain involvement in related community activities and stays aware of the scope and particulars of all available community resources.
Participate in the development and/or revision of the physician's plan of treatment.
JOB CONDITIONS
The ability to communicate well, both verbally and in writing in English is required.
The ability to access patients' homes which may not be routinely wheelchair accessible is required.
Hearing, eyesight and physical dexterity must be sufficient to perform a physical assessment of the patient's condition and to perform patient care.
Physical activities will include, walking, sitting, stooping, and standing and minimal to maximum lifting of patients and the turning of patients.
EQUIPMENT OPERATION
Utilization of CRT, calculator, multi-line telephone, copy machine, hand washing materials.
COMPANY INFORMATION
Has access to all patient medical records which may be discussed with Director of Nursing, the Administrator, the Executive Director, and the Quality Assurance department staff.
QUALIFICATIONS
1. Baccalaureate degree in social work, psychology, sociology, or other field related to social work.
2. One year of social work experience, in a Health or Welfare Agency is preferred.

3. Must have a criminal background check.

4. Must have current CPR certification.

ACKNOWLEDGMENT

EMPLOYEE NAME

EMPLOYEE SIGNATURE

DATE