

**MEDICAL SOCIAL WORKER**

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for providing professional medical social work services to residents of a health care facility and their families, to aid them in dealing with medically related social and emotional problems.

Employees in this class serve as members of interdisciplinary health care teams 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. Medical Social Workers 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. Work is performed under general direction of the facility administrator with wide leeway for independently performing most job duties.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Assesses psycho-social needs of residents 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 residents, their families or responsible parties in dealing with the medical problem concerned;

Provides supportive social work services to help residents adjust to illnesses, disabilities and stay in the facility;

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Provides consultation to facility staff regarding the social and emotional aspects of residents health care and treatment;

Compiles social history and assessment of residents' social- emotional status for use in diagnosis or treatment of patients in discharge planning;

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;

Acts as contact between medical staff and the family in case of emergencies;

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 narrative records and reports related to the work.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Good knowledge of the practices and procedures of medical social work and of the social and psychological factors related to disease and disability; good knowledge of interviewing techniques; good knowledge of sophisticated counseling techniques; good knowledge of social casework; good knowledge of community services available to patients;

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good knowledge of normal human growth and developmental stages; working knowledge of state and federal rules, regulations and requirements related to health care facilities; skill in counseling on an individual or group basis; skill in assessing a person's behavior (identifying a behavior problem); ability to determine the proper plan of action to correct a behavior problem; skill in rapidly assessing problems; ability to function as a member of an interdisciplinary health care team; ability to prepare narrative records and reports related to social services activities; ability to confer with and provide social services consultation to other health care professionals; ability to work effectively with staff and outside representatives in resolving patient problems; emotional stability; objectivity; and tact.

**MINIMUM QUALIFICATIONS:**

Possession of a Master's Degree in Social Work after successfully completing a prescribed course of study at a graduate school of social work accredited by the Council on Social Work Education and the New York State Education Department, and who is certified or licensed by the Education Department to practice social work in the State of New York, and one year of post M.S.W. experience in a community mental health program.

[Ref: NYCRR Title 10 Section 700.2 (b)(24)].