

 Oroville Hospital	Job Description for Medical Social Worker	Department:	Clinic Management
		Dept.#:	Various
		Last Updated:	7/21/08

Reports To

Director of Clinic Management

Job Summary

The Medical Social Worker provides social service consultation and counseling services to all patients involving suicide attempts, substance overdoses, and situations involving possible suicide concerns. Counsels patients, family members, friends, public for a wide variety of concerns including depression, grief, adjusting to major life changes, impending death, lost or confused elderly, homelessness, appropriateness of a home situation for a child, and debriefing patients who fall under a Critical Incident Stress Category.

Duties

1. Complies with personnel policies and hospital safety policies
2. Maintains confidentiality when interacting with patients, families, personnel and the public
3. Takes responsibility for meeting own learning needs
4. Attends staff meetings as requested
5. Keeps adequate records of time spent including documentation in the patient's chart
6. Serves as a team member of Critical Incident Stress Debriefing Team
7. Performs surveillance and data collection as directed for trend recognition and development of effective actions/plans
8. Responds in a timely manner to requests from inter-disciplinary team members, physicians and their office staff, administration, industrial medicine and public agencies
9. Provides emergency counseling services and follow-up referrals as requested
10. Meets and consults with other agency personnel as requested
11. Makes referrals to a wide variety of community resources such as Public Health, CPS, APS, Touchstone Salvation Army, Mental Health, Community Counseling Center, private counselors as needed
12. Provides emergency counseling services and follow-up referrals as requested
13. Provides adequate follow-up including home visits, telephone contact, and outpatient sessions to see how clients are progressing
14. Reviews patient charts when a request for counseling is received
15. Reviews and assesses need for intervention and/or appropriate community resources for all newborns in Obstetrics and/or adults under medically supervised care
16. Reviews all newborns for concerns regarding substance use/involvement

Qualifications

1. Graduate of a Masters Degree Program in Social Work
2. Ability to interact with patients, families, physicians, co-workers and community agencies
3. Maintain confidentiality
4. Ability to organize and prioritize multiple requests and duties
5. Ability to maintain high moral standards both at work and in the community

Lifting Requirements

Sedentary—generally lifting not more than 10 lbs. maximum and occasionally lifting and/or carrying such articles as ledgers, files, and small items.