Job Title: Social Worker
Reports To: Social Services Supervisor
Position Status: Full-Time; At-Will
FLSA Status: Non-Exempt
Job Exposure Risk Category: 2: Some job related tasks involve an inherent potential for body fluid exposure.
Supervisory Authority: This position has no supervisory responsibility.
Protected Health Information Category: Group 3: Unlimited access to the PHI of all patients for whom the individual must provide services; only the minimum necessary to complete assigned duties. This group may not have access to PHI of patients who they do not serve.
Department of Labor Strength Rating: Light Work - Lifting up to 20 pounds occasionally, and/or up to 10 pounds frequently to move objects.
General Summary: Responsible for the delivery of varied social work services to patients and families to ensure that their emotional and social needs are met. Provide psychosocial assessments, ongoing psychosocial counseling and education. Active member of the Interdisciplinary Team (IDT) assisting with development and implementation of patient care plans.

Knowledge:
• Hospice philosophy of care
• Human behavior and the procedures for assessment of psychosocial issues
• Group behavior and dynamics; societal trends and influences
• Principles and methods of teaching and instruction for individuals and groups
• Computer literate in Windows environment; MS Office

Duties / Skills:
• Develops comprehensive psychosocial assessments and reassessments for patients and families
• Make referrals to appropriate community resources; provide assistance in accessing services (i.e. personal, business, financial, legal, housing, etc.)
• Counsel patients and families in individual and group settings to assist them in understanding and coping with end-of-life issues
• Provides short-term crisis intervention when indicated
• Advocate for the best interests of patients and families
• Complete clear, concise documentation in a timely manner
• Assumes responsibility for own professional development, meeting the agency requirements for continuing education

Ability to:
• Perform all job functions in a safe manner
• Collaborate effectively with other team members to assess and evaluate patient and family needs; to establish and maintain cooperative working relationships
• Read and interpret documents
• Speak clearly and effectively
• Sit, talk, hear, stand, walk
• Use hands to finger, handle, or feel and reach with hands or arms
• Cope with multiple losses
• Establish priorities and meet deadlines
Demonstrated Behavioral Competencies:

- Excellent written and verbal communication skills appropriate to the needs of the audience
- Active listening with attention to detail
- Awareness and understanding of others’ reactions
- Sensitivity to confidential matters
- Positive, professional attitude and appearance
- Dealing calmly and effectively with high stress situations
- Ethics and honesty
- Organization and self-management
- Flexibility; open to change
- Compassion
- Conflict resolution skills
- Acceptance of diversity, non-judgmental
- Fluency in the English language
- Problem-solving skills

Education, Credentials and/or Experience Requirement:

- Bachelor’s or Master’s degree in Social Work from an institution accredited by the Council on Social Work Education
- Two years of clinical work experience in a healthcare setting preferred

Special Requirements:

- Ability to travel within the agency’s service area of 1.5 hours of driving distance of the home office.

Salary Grade 27

The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and abilities required to do the job. Rather, they are intended only to describe the general nature of the job.

By signing below, I verify that I have reviewed this job description and understand the requirements and expectations of this position. I understand that Hospice of Havasu can change this job description as needed.

Employee Signature: ___________________________ Date: ________________