



Job Title:	Licensed Clinical Social Worker
Reports To:	Behavior Health Manager
Department:	Medical
FLSA Status:	Exempt
Travel:	20%
Supervisory Duties:	None
Work Schedule:	Full Time (40 hours per week) 5/8 hour days

Job Summary

The Licensed Clinical Social Worker will provide time-limited integrated behavioral health services to adults, children and families. The LCSW works in collaboration with medical staff, psychologist, consulting psychiatrist, and members of our multi-disciplinary team. The overall goal of the position is to ensure that patients' psychosocial needs are addressed and met. The LCSW is responsible for maintaining on-going documentation in an electronic medical record (NextGen). Activities may include individual and group therapy, crisis intervention, case management, client advocacy, prevention, and education.

Reasonable Accommodation Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Bay Clinic is an equal opportunity employer.

Essential Functions

- Assess the clinical status of patients referred by primary care providers through brief consultative contacts.
- Assist in preventing behavioral health morbidity in chronic medical conditions.
- Counsel clients in individual and group sessions to assist them in dealing with substance abuse, mental and physical illness, poverty, unemployment, or physical abuse.
- Assist in the detection of "at risk" patients and development of plans to prevent further psychological or physical deterioration.
- Interview clients, review records, and confer with other professionals to evaluate mental or physical condition of client or patient.
- Collaborate with counselors, physicians, and nurses to plan and coordinate treatment, drawing on social work experience and patient needs.

- Monitor, evaluate, and record client progress with respect to treatment goals.
- Refer patient, client, or family to community resources for housing or treatment to assist in recovery from mental or physical illness, following through to ensure service efficacy.
- Counsel and aid family members to assist them in understanding, dealing with, and supporting the client or patient.
- Modify treatment plans according to changes in client status.
- Plan and conduct programs to prevent substance abuse, to combat social problems, or to improve health and counseling services in community.
- Develop or advise on social policy and assist in community development.
- Attend and participate in meetings and Quality Improvement activities as required.
- Keep supervisor informed as to changes in work schedule.
- Perform other duties as assigned.

Qualifications

- Active Listening - Ability to actively attend to, convey, and understand the comments and questions of others.
- Adaptability - Ability to adapt to change in the workplace.
- Coaching and Development - Ability to provide guidance and feedback to help others strengthen specific knowledge/skill areas.
- Diversity Oriented - Ability to work effectively with people regardless of their age, gender, race, ethnicity, religion, or job type.
- Empathetic - Ability to appreciate and be sensitive to the feelings of others.
- Energetic - Ability to work at a sustained pace and produce quality work.
- Friendly - Ability to exhibit a cheerful demeanor toward others.
- Interpersonal - Ability to get along well with a variety of personalities and individuals.
- Relationship Building - Ability to effectively build relationships with customers and co-workers.
- Accountability - Ability to accept responsibility and account for his/her actions.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Analytical Skills - Ability to use thinking and reasoning to solve a problem.
- Tolerance - Ability to work successfully with a variety of people without making judgments.
- Customer Oriented - Ability to take care of the customers' needs while following company procedures.

Skills & Abilities

Education: Masters Degree in Social Work required

Experience: One to two years related experience

Computer Skills: Experience in Microsoft Windows environment preferred. Ability to competently utilize EMR to complete daily tasks.

Certifications &

Licenses: Hawaii State license as a Clinical Social Worker

Other Requirements: Community Health Care Clinic or similar clinical experience preferred.

Working Conditions

Health clinic environment with possible exposure to airborne and bloodborne pathogens.

Physical Requirements

Sit or stand for extended periods of time, do repetitive tasks with few breaks.

Physical Demands

N (Not Applicable)	Activity is not applicable to this position.
O (Occasionally)	Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
F (Frequently)	Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
C (Constantly)	Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands		Lift/Carry	
Stand	O	10 lbs or less	O
Walk	O	11-20 lbs	O
Sit	F	21-50 lbs	N
Manually Manipulate	O	51-100 lbs	N
Reach Outward	O	Over 100 lbs	N
Reach Above Shoulder	O		
Climb	N	Push/Pull	
Crawl	N	12 lbs or less	O
Squat or Kneel	N	13-25 lbs	N
Bend	N	26-40 lbs	N
		41-100 lbs	N

Other Physical Requirements

- Sense of Sound - Hear patients speaking

****The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.*

Prepared By:	Human Resources
Supervisor Approval:	
Date:	
Employee Signature:	
Date:	