

CLINICAL SOCIAL WORKER

Location:	Tioga County Dept. of Mental Hygiene
Classification:	Competitive
Salary:	CSEA, Grade XVI Article 3, Section B
Adopted:	7/90; Revised 1/96, 9/96, 2/00, 3/04, 1/05, 8/09, Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the clinical assessment and intervention of clients with social, emotional and related difficulties associated with their disability. Wide latitude is permitted in determining the scope of work to be performed within prescribed guidelines in assisting client towards improved intra-psychic and interpersonal functioning. The work is performed under the general supervision of a Program Director, Senior Clinical Social Worker or Supervising Clinical Social Worker who may define or limit the work to be performed. Employees in this class are expected to meet and/or consult with professionals within or outside of the agency to obtain assistance and guidance for clients. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Participates in the intake and screening of new clients which involves evaluating current mental, physical and behavioral condition and history, chemical dependence history, as well as behavioral strengths and weaknesses;
- Composes clinical assessments of clients which establishes a diagnosis and comprehensive treatment plan;
- Participates as a team member in individual, group and family psychotherapy;
- Provides counseling and other social work services to help clients adjust to their disabilities/illness and social environment;
- Refers clients to other agencies and services as indicated by diagnosis and needs;
- Coordinates various activity and treatment programs with other social agencies;
- Compiles and maintains legal case records, recording pertinent information;
- Plans with the community mental health team and community agencies to relate the client's treatment and rehabilitation program to his/her social situation prior to discharge;
- Provides consultation for crisis or management situations as needed and makes referrals as required;
- Collects and maintains data from various sources, such as professional staff and patients' families, to establish comprehensive treatment plan to solve the client's mental and social problems;
- Maintains information on community and health resources which can be utilized during the client's care and subsequent to discharge;
- Participates in the process of transferring clients to other levels of treatment/care as appropriate;
- May supervise student interns.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles, methods, practices and procedures of social work and of the social factors affecting individuals mental health and disability; working knowledge of the current edition of the Diagnostic and Statistical Manual of Mental Disorders, good knowledge of the functioning and services of community mental health facilities and community resources; good knowledge of agency policies and procedures and Mental Hygiene Law; good knowledge of Medicare/Medicaid regulations as they relate to homecare; ability to work effectively with others; ability to independently deal with clients in highly stressful situations with poise and compassion; ability to organize work; ability to interpret federal, state and local laws affecting the medical and health

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programs; ability to prepare reports; ability to communicate effectively; both orally and in writing; ability to exercise sound judgment in appraising situations and making sound decisions; ability to exercise and follow treatment plans; confidentiality; discretion, tact and courtesy; sensitivity; empathy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a professional license and current registration, issued by the New York State Education Department, as either a Licensed Clinical Social Worker (LCSW) or a Licensed Master Social Worker (LMSW).

SPECIAL NOTE: If appointed within Alcohol and Drug Services, the incumbent is expected to have experience in the treatment of chemical dependency.