

STAFF SOCIAL WORKER (COMMUNITY MENTAL HEALTH)

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position that involves the responsibility of providing comprehensive social work services to clients in the mental health clinic, other community agencies, schools or satellite locations. The duties include helping patients with social, emotional and related difficulties associated with their disability. The work is performed within prescribed routines with some leeway permitted in determining the scope of work to be performed in helping the patient to adjust into his old or a new environment. The Staff Social Worker functions under the direction of a Supervising Social Worker who may define or limit the work to be performed. Employees in this class are expected to meet with professionals of agencies in or outside of the community to obtain assistance and guidance for patients. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Participates in the intake and screening of new patients, evaluating and diagnosing the patient and problems;

Participates as a team member in individual, group and family therapy;

Provides social work services to help patient adjust to their disabilities and social environment;

Refers clients to other governmental and non-governmental agencies as needed;

Coordinates client services with other governmental or county departments or agencies, schools, physicians, and service providers;

Compiles case studies, recording pertinent information;

Plans with the community mental health team and with community agencies to relate the patient's treatment and rehabilitation program to his social situation prior to his discharge;

Collects and maintains appropriate data from various sources such as professional staff and patients' families to establish an overall approach to the solution of patients' mental and social problems;

Maintains information on community and health resources which can be utilized during the patient's care and subsequent to his discharge;

Participates in the process of transfer of patients to other levels of treatment as appropriate;

Participates in a variety of meetings, conferences and training.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices and procedures of social work and of the social factors affecting disease and disability; the ability to organize work effectively; the ability to interpret federal, state, and local laws affecting the medical and health programs; and the ability to prepare reports.

QUALIFICATIONS:

County Values: All employees of Ontario County are expected to uphold and exhibit the County's shared values and behaviors to achieve the County's Vision and Mission.

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

Agreed to by the Municipal Service Division and the New York State Office of Mental Health.

SPECIAL REQUIREMENT: Certain assignments made to employees in this class will require access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner.

APPROVED: MAY 14, 2009

REVISED: 5/5/16, 7/21/16, 6/13/19; 5.14.21

CIVIL SERVICE CLASSIFICATION: COMPETITIVE