Hoosier Uplands Home Health & Hospice

Job Description

JOB TITLE: Licensed Social Worker (LSW)

DEPARTMENT: Hospice and Home Health

SUPERVISES: Hospice and Home Health Social Work/Bereavement Program

SUPERVISED BY: Hospice Patient Care Coordinator

JOB SUMMARY:

The LSW is responsible to direct, supervise and coordinate activities of social work staff, social worker staff, social service designees and students of school of social work. The LSW is also responsible for the provision of clinical intervention and support to, and advocacy for, patient/families as a member of the IDT. The LSW acts as a consultant to other home health and hospice personnel. The LSW assists clients and their families with personal, social, and environmental difficulties which predispose illness or interfere with obtaining maximum benefits from medical care & or grieving. Assumes responsibility for management of the social work division of the Hospice and Home Health programs. Shares responsibility for strategic development of the social work program with the Home Health & Hospice Director and the Hospice Patient Care Coordinator.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and /or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- EDUCATION AND EXPERIENCE: Master's Degree from a school of social work accredited by the council on Social Work Education and has at least one year experience as a social worker in a health care setting, or an individual who has a baccalaureate degree in psychology, sociology or other field related to social work, and has had at least 1 year of social work experience in a health care setting and is supervised by a LSW, with a Master's Degree from a school of social work accredited by the council on Social Work Education. Compliance with state licensure and requirements, as appropriate. Knowledge of principles and practices of social work and hospice principles and practices. Knowledge of community, social, health, and welfare programs. Experience with terminal illness and grief issues preferred.
- LICENSES & REGISTRATIONS: Current Indiana LSW, valid driver's license, proof of automobile insurance, dependable automobile and ability to drive in inclement weather.

- LANGUAGE SKILLS: Ability to read, analyze, interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers and the general public. Ability to communicate effectively with patients/families/other staff members.
- MATHEMATICAL SKILLS: Ability to calculate basic subtraction, addition, multiplication and division.
- REASONING ABILITY: Ability to define problems, collect data, establish facts, and draw valid conclusions.
- OTHER SKILLS and ABILITIES: Knowledge of and experience using a computer, keyboarding, and word processing. Ability to assist in planning and implementing a social work program along with home health & hospice staff. Ability to organize, prioritize and work independently. Ability to provide leadership in directing the social work program for patients and their families.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following and may include other duties as assigned.

1. Reviews caseloads and related duties.
2. Participate in the development and revision of the plan of care in consultation with the physician and other care team members.
3. Accept and carry out physician orders for social work services.
4. Goal setting.
5. Assist the physician and other team members in understanding the social and emotional factors related to the health problems.
6. Provide counseling and intervention according to the plan of care.
7. Assists the physician and other IDT members in recognizing and understanding the social/mental stress and/or disorder that exacerbates the symptoms r/t terminal illness.
8. Assess patient/family psychosocial status.
9. Evaluate effectiveness and outcomes of care.
10. Conducts initial assessments of patient/family psychosocial response to daily living with a terminal illness and assess ongoing psychosocial status and evaluate patient/family response to psychosocial interventions..
11. Assesses patient/family resources and utilization of same.
12. Assess emotional factors related to terminal illness. Identify existing mental disorders and stress that exacerbates the disorder of symptoms r/t terminal illness.
13. Assess patients/families with personal and environmental difficulties which predispose toward illness or interfere with obtaining maximum benefits from hospice care.
14. Identify obstacles to compliance and assisting in understanding goals of intervention.
15. Identify support systems available to reduce stress and facilitate coping with end of life care.
16. Assess environmental resources and obstacles to maintaining safety.

17. Assess the patient/family for potential risk of suicide and/or fraud and abuse or neglect.
18. Provides ongoing emotional support/counseling to patient/family which may include but not be limited to:
    a. Assisting patient/family in their understanding/acceptance of terminal status/illness and any medical recommendations.
    b. Helping facilitate family communication.
    c. Maximizing coping skills.
    d. Facilitating patient/family grieving process.
19. Provides services planned to restore the patient/family to the optimal social and health adjustment within their capacity.
20. Plan for discharge. Identify patient/family needs when discharged or when level of care changes.
21. Evaluate for long-term care when appropriate and assess ability to accept change in level of care.
22. Communicating psychosocial information to inpatient facility when level of care is changed.
23. Assisting family in assessing financial resources when appropriate.
24. Assess need for counseling related to risk assessment for pathological grief.
25. Identifies family dynamics and communication patterns.
26. Involves the patient/family in the plan of care.
27. Assess special needs related to cultural diversity including communication, space, role of family members and special traditions.
28. Identify, utilize and provide client/family with appropriate community resources and assess client/family/caregivers ability to access them.
29. Provide social services including short-term individual counseling, crisis intervention, assistance in providing information and preparation of advance directives, funeral planning issues and transfer of responsibilities regarding fiscal, legal and health care decisions.
30. Evaluating patient/family response to intervention when referred to community agency and satisfaction of the services provided.
31. Consultation and coordination of services with other disciplines.
32. Assess caregiver's ability to function adequately.
33. Identify the developmental level of patient/family/caregiver and obstacles to learning or ability to participate in care of patient.
34. Address patient/family questions and issues.
35. Attends IDT meetings, staff meetings, confers with RN, participates in case conferences to provide social work perspective.
36. Prepare clinical and progress notes, in accordance with policies and procedures of the agency.
37. Trains new social work employees/interns in areas such as agency policy, department procedures, and agency or government regulations.
38. Represents agency in community or in interagency activities.
39. Participate in in-services programs.
40. Coordinates Bereavement Program.
41. Assess bereavement needs.

42. Evaluate/assess grief needs and risk factors associated with grief.
43. Provides counseling/services as appropriate following patient's death, after assessing bereavement needs.
44. Develop a bereavement care plan with frequency of services.
45. Assessment of patient/family response to grief and loss issues.
46. Demonstrates familiarity with agency policies and procedures as appropriate and with state and federal regulations which influence policies.
47. Attends conferences and continuing education opportunities related to job in order to update/or advance formal education within the field.
48. Participates in Public Relations efforts.
49. Participant in Ethics Committee and other committees of HUHCD, as assigned.
50. Performs other duties as assigned by supervisor.

Physical Demands and Work Environment:
See Social Worker/Bereavement Coordinator Ergonomics Sheet

Job Description Review:
I have read and understand the job description for the position of Licensed Social Worker.

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SIGNATURE DATE

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