

IMPERIAL COUNTY

CLASS TITLE: PSYCHIATRIC SOCIAL WORKER II

BASIC FUNCTION:

Under the direction of an assigned supervisor, works as part of a multi-disciplinary team to organize, coordinate, and participate in specialized counseling and social service mental health programs and activities in the community.

DISTINGUISHING CHARACTERISTICS:

Psychiatric Social Worker II incumbents work under general supervision in providing psychiatric social services to mental health patients. The Psychiatric Social Worker II class is distinguished from the next higher class of Psychiatric Social Worker III by the responsibility of the later class to independently provide psychiatric social services to mental health patients. The next lower class of Psychiatric Social Worker I provides psychiatric social services to mental health patients under close supervision.

ESSENTIAL FUNCTIONS:

Provides intake assessment for mental health clients and prepares case documentation; gathers social histories for referred patients; interviews patient, family, community members and others.

Develops treatment plans from case documentation of specific elements and personal evaluation of patient needs, strengths, problems and resources.

Provides individual and group therapy within family groups and prepares case documentation.

Organizes and participates in specialized programs and activities targeted at various mental health problems of clients and family members.

Participates in developing program goals and assure the efficient and effective delivery of services to the community.

Provides input as assigned concerning treatment plans, therapeutic methods and specific client needs.

Assures compliance with State regulations, legal requirements and established County policies and procedures related to mental health services.

Assists patients in locating resources by contacting appropriate agencies over the phone and in person; coordinates with other agencies concerning referrals of mental health cases; arranges for hospitalization for mental health patients requiring inpatient care.

Maintains case records including agency forms, documentation sheets, time cards and related forms concerning case management.
Attends clinical staff meetings to discuss difficult cases and plan services and treatment.

Performs related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Individual, group and family therapy techniques.

Crisis intervention techniques.

Negotiation, persuasion and investigative skills.

Analytical and assessment skills.

Social work theory and practices including mental health treatment concerning values and ethics, human behavior, diagnosis and treatment, assessment, cultural responsibilities, community involvement and case management.

The Mental Health Act, the Welfare and Institution Code, Short-Doyle Act and conservatorship legislation governing mental health patients.

Reporting requirements for child abuse and elder abuse.

Record-keeping techniques.

Correct English usage and grammar, spelling, punctuation and vocabulary.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

Laws rules and regulations related to assigned activities.

ABILITY TO:

Provide effective psychiatric services for chronic and acute mental health clients.

Assure compliance with State regulations and established County policies and procedures.

Identify problems and evaluate alternatives.

Present information, recommendations, treatment plans and supporting documentation clearly and concisely.

Identify sources, seek and analyze information and compile results

Deal effectively with members of the public from various socio-economic backgrounds.

Manage cases and coordinate community resources such as Social Services, Social Security, board and care homes and private providers to the best interest of the client.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Work independently with little direction.

Meet schedules and time lines.

Work confidentially with discretion.

Maintain records and prepare reports.

EDUCATION AND EXPERIENCE:

A Master's degree in social work from an accredited school and two years of experience in psychiatric social work in a mental health setting.

LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License.

Must be registered and maintain active registration with the California Board of Behavioral Sciences as an Associate Clinical Social Worker (ASW) and be able to perform the supervised clinical hours required for licensure as a Licensed Clinical Social Worker (LCSW). Must be licensed as a LCSW within six years of employment. The registration and licensing requirements set forth in this job description are essential requirements of the position.

WORKING CONDITIONS:

ENVIRONMENT: Office and clinic environment; subject to driving a vehicle to conduct work.

PHYSICAL REQUIREMENTS: Speaking to communicate and provide counsel to clients and exchange information with staff; seeing to read patient charts and medication requirements; lifting and holding mental health patients.

SPECIAL CONDITIONS:

Incumbents may be exposed to mentally ill patients and individuals who are hostile or physically or verbally abusive.