



MEDICAL SOCIAL WORKER

Reports to: Director of Clinical Services
 Classification: Non-Exempt
 Status: Full-time

Job Summary:

Assist patients and families in meeting their psychosocial and bereavement needs. Coordinate community resources available to patients and families.

Essential Functions:

1. Performs psychosocial assessment.
2. Offers individual and family anticipatory grief support.
3. Identifies at risk clients and refers to Bereavement Coordinator or community resources as indicated.
4. Assists patient and family in ascertaining third party and financial resources and planning for financial coverage of services.
5. Collaborates with other agencies, providers and volunteers to meet the patient and families psychosocial needs.
6. Responsible for the timely completion of the psychosocial portion of the plan of care.
7. Identifies needs for and facilitates discharge planning, alternative placement, and community referrals to meet the goals of the patient and family.
8. Works with Bereavement Coordinator to offer bereavement groups.
9. Is knowledgeable in all policies and procedures related to job performance.
10. Supports Bereavement Coordinator.
11. Ensures that patient records are accurate and complete and maintained in accordance with agency policies and appropriate government regulations.
12. Participates in weekly interdisciplinary team meetings.
13. Other duties as assigned.
14. Attends mandatory meetings

Required Knowledge, Skills, and Abilities:

1. Willingness to develop: skills in specialized areas of end of life care, knowledge of Hospice Philosophy and Medicare/Medicaid procedures and regulations.
2. Ability to function within a team concept.
3. Ability to communicate effectively orally and in writing.
4. Ability to guide and assist volunteers in fulfilling their responsibilities as team members.
5. Must have dependable transportation and a valid Wyoming driver’s license.
6. Responsible for maintaining required continuing education hours and/or work experience necessary for Wyoming Social Work certification or licensure.
7. Will become BLS certified and maintain certification.

Education and Experience:

1. Certified or Licensed Clinical Social Worker in the State of Wyoming.
2. Prefer one to two years Medical Social Work experience.

Signature _____

Date _____

Reviewed	Revised
	M.Connor 3/11/08
	M Connor 10/15/08
	MC 2/3/09
	MC 9/11/09
	MC 2/25/11
	MC 2/25/17