Position Summary
The Social Worker is a professional who provides services to residents at the facility and their families or other responsible parties in accordance with current Federal and State regulations and facility policy and procedure to assure that the psycho-social needs of the residents are met and maintained on an individual basis.

Qualifications:
• Bachelor’s Degree in Social Work or Human Relations field including but not limited to sociology, special education, rehabilitation, counseling, or psychology and one year of supervised social work experience in a health care setting.
• Ability to communicate effectively and tactfully with residents, families, visitors, administration, staff, other service providers, and the community.
• Ability to work harmoniously with others, both individually and as a team member.
• Physical capabilities and emotional stability to function adequately for the welfare of the residents.
• Ability to function independently and flexibly as required to meet resident needs in both routine and crisis situations.
• Ability to complete documentation in accordance with government regulations and facility policy.
• Personal integrity and willingness to work within the ethical principles of the facility and the social work profession.

Essential Duties and Responsibilities

1. Facilitates and processes admission of new residents to the facility with the Admission Coordinator. Completes all new admit social service paperwork including, but not limited to social history, PASRR, MDS, discharge plan, and care plan.
2. Care Planning – Participate in care conferences, complete, update, and implement care plans with team goals.
3. Discharge Planning – Initiate discharge plans. Provide information and assistance to families and residents. Coordinate follow up services.
4. Direct Service to Resident – Provide individual and group counseling as appropriate. Ensure resident rights are maintained. Provide information and assistance as needed.
5. Family Support – Involve families with resident care, care planning, and other possible needs related to discharge planning, regulations, and community services. Provide brief counseling if needed.
6. Advocacy – Develop rapport with staff, other service providers, and families. Provide staff training on resident rights, abuse and neglect, psychosocial needs, and confidentiality.
7. Documentation – Completed assessments, notes, care plans, and other documentation in a timely fashion, accurately, and with Periodic Reviews.
8. Departmental Duties – Participate in in-services and meetings as well as keeping abreast of regulation changes related to social service and make appropriate changes.

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Physical Requirements/Working Conditions

**SPEAKING**
Ability to speak clearly and effectively with residents, families, coworkers and other groups of customers. Ability to read and interpret documents such as safety rules, policies and procedures, and operating instructions. Ability to write routine reports (participation records), notes and correspondence.

**HEARING**
Hearing level or accommodations sufficient to use the telephone and to communicate with residents, families, coworkers and other groups of customers.

**SEEING**
Vision level or accommodations sufficient to perform functions to/from/within buildings, rooms, apartments, to complete/review required reports, notes, documentation and to use a computer. Near/far acuity and depth perception are required to operate equipment.

**TWISTING/BENDING**
Climbing, balancing, stooping, bending and twisting, grasping and feeling, standing, sitting, walking, pushing, pulling, kneeling, crouching, reaching, handling, lifting above the head. Ability to lift up to 50 pounds or move up to 50 pounds independently.

**REPETITIVE MOTIONS**
Repetitive motions include writing and hand motions that are used to work with the residents.

**WORKING ENVIRONMENT**
Temperature range from outside seasonal temperatures to inside temperatures of 65-80 degrees, varying if you work in laundry or kitchen. Each service line has a list of hazardous materials used. May be exposed to blood and body fluids, which may contain HIV and/or HBV. May be exposed to combative residents.

**Disclaimer**
I have read my Job Description and understand the information contained in it. I further understand that this job description is not intended and should not be construed as an exhaustive list of all the job duties, responsibilities, and skills associated with my job. I may be required to perform additional tasks or duties necessary to meet standards of quality, care, and service.

________________________         HR Rep. Initials         Date

To apply, click on the link below:

https://www.concordialm.org/locations/rebecca-residence?service=62

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