

Job Title: Social Worker - Pediatrics

Positions: 1

Overview:

The Social Worker is responsible for ensuring the health and well-being of individuals by providing coordination and supervision of all social aspects of clinical services and care. The Social Worker serves on an inter-disciplinary team that provides care coordination, discharge planning and support to individuals and families with necessary resources. This role is an integral part of the IDT team and facilitates coordination of information between internal members and external agencies such as regulatory agencies, Children and Youth Services, and funding sources.

Responsibilities:**Social Worker Responsibilities:**

1. Assists individuals and families to acclimate them to the facility upon admission.
 2. Assists with individual admissions; conducts initial psycho-social assessments and completes welcome program documents and consents as needed.
 3. Works collaboratively with individuals, families and serves as a liaison to outside agencies and community resources.
 4. Responsible for the coordination of monthly visits with Children and Youth Agencies.
 5. Maintains regular and frequent contact with families, caseworkers, school staff, and therapists as necessary.
 6. Responsible for documentation of all communication within electronic medical record system.
 7. Assists individuals and families with crisis management, resolving personal, financial and environmental difficulties that could interfere with continued placement or discharge home.
 8. Participates in various facility and educational planning meetings including, but not limited to: interdisciplinary meetings, Quality Insurance meetings, Safety Committee meetings, IEP meetings, behavior meetings, etc.
 9. Assesses discharge potential and coordinates discharge planning which includes but is not limited to: locating in home supports, equipment providers, and in-home nursing as well as home assessments; travels to individual's homes as necessary.
 10. Acts as point-of-contact for Children and Youth Services and attends court hearings as needed.
 11. Completes insurance updates as necessary.
 12. Completes COMPASS renewals of insurance benefits.
 13. Responsible for representative payee duties including benefit renewals, yearly audits, and managing of resident funds for SSI benefits.
 14. Acts as integral role in the incident management process (EIM/HCSIS); responsible for daily review and oversight of the input of information and closure of incident reports as needed.
 15. Participates in facility orientation for all new staff on the Social Services function.
 16. Completes Office of Aging referrals including PASSR and MA51.
 17. Participates in Quality Assurance process and reporting of required data.
 18. Participates in bi-weekly and ad-hoc social services calls.
 19. Arrives to work on time, regularly, and works as scheduled.
 20. Recognizes and follows the dress code of the facility including wearing name tag at all times.
 21. Follows policy and procedure regarding all electronic devices, computers, tablets, etc.
 22. Supports and abides by Pediatric Specialty Care's Mission, Vision, and Values.
 23. Abides by Pediatric Specialty Care's businesses code of conduct, compliance and HIPAA policies.
 24. Performs other duties as assigned by supervisor, management staff or Administrator
- Base wages increase with experience!

Qualifications:**Social Worker Qualifications:**

- Master's Degree in Social Work or related field

- Minimum of three (3) years of work experience in a healthcare or case management setting, preferably pediatrics
- Valid, current driver license
- Must be at least 21 years of age
- Knowledge of children with special healthcare needs and their related services preferred
- Experience working with family and community systems preferred

Pediatric Specialty Care expects all current and new employees to be vaccinated against COVID-19. If hired, you will be required to provide proof of vaccination. Employees may request a medical or religious exemption from vaccination.