

# North Orange County Regional Health Foundation

## Job Description

**Title:** Licensed Clinical Social Worker

**Reports to:** Chief Medical Officer

**Salary:** \$35-\$55 per hour

**FLSA Status:** Non-Exempt/FT

### Position Summary:

The LCSW will provide culturally sensitive mental health services to our community by providing assessments, referrals and follow-up appointments including developing plans with the client and implementing therapeutic treatment plans in person and telehealth settings.

Reporting to the Chief Medical Officer, the Licensed Clinical Social Worker (LCSW) provides clinical behavioral health services in a manner that upholds Family Health Matters Community Health Center's (FHM) mission, quality standards, results for improved health outcomes and overall satisfaction, and compliance to operational & fiscal capacity.

The LCSW will be a part of the primary care team and acquire referrals from FHM providers and/or contracted health plans, providing feedback to the provider and co-managing a patient's identified health issues that may speak to both medical and anxiety symptomatology and/or identified major psychiatric disorders that warrant brief psychotherapy services. The LCSW will triage those patients with major psychiatric disorders that remain unstable and will make a referral for specialty mental health services.

### Responsibilities:

Day-to-day responsibilities include, but are not limited to, all the essential functions listed below:

- Provides direct behavioral health and medical social work services to individuals, families, groups and communities, under the supervision of the Chief Medical Officer.
- Provides specialized counseling to individuals aged 12+, groups or classes for medication adherence, disease management, substance use disorders, mental health disorders, adjustment to illness or pain management, parenting classes, depression, grief, anger management, teen issues or on other topics within the scope of license and training.
- Document progress/ case notes in the EMR including assessments, treatment plans and progress notes and other reporting and statistical data in a timely manner as required by the law and clinic guidelines.
- Provides crisis counseling as needed and outreach counseling to community settings such as schools, home visits, and other settings as assigned.
- Discusses progress toward goals with clients such as controlling weight, controlling pain, adjusting to stress, or substance abuse education and support services such as observing urine tests.
- Consults with Providers to enhance understanding of patients, provides decision support for primary care treatment planning and assists in its implementation.

- Conducts relaxation exercises or learns relaxation skills from supervision, facilitates peer counseling groups and family counseling during clinical therapy sessions as needed.
- Refers clients to supportive community services and in-house medical services or support programs to supplement office treatment and counseling.
- Adheres to accreditation and compliance standards/guidelines.
- Assists in development of departmental policy, procedures, and quality improvement activities within the clinic as directed.
- Periodically provides community mental health presentations and power point presentations on pain management, childhood mental health issues, or stress management workshops to the community or clinic staff.
- Tracks and maintains patient follow up.
- Performs any and all such duties that are within the scope of this individual's certifications that are requested by the medical providers.
- Develops community relationships for patient referrals.
- Be available to the community health center staff during working hours for crisis intervention.
- Provide consultation to and coordinate care of patients with primary care staff. Identify, triage, and advocate for patients needing specialty mental health services, psychotherapy and more intensive mental health treatment services.

**Skills:**

- Excellent verbal and written communication skills, including strong "detail-approach" to administration and organization.
- Ability to recognize and maintain confidentiality of information as appropriate.
- Ability to work effectively in a fast-paced multicultural environment with diverse groups.

**Qualifications:**

- Bilingual (English/Spanish)
- Approved/Credentialed Medicaid (Medi-Cal) and Medicare provider is strongly preferred.
- Proficiency with Windows, Microsoft Office and other medical-related software systems, specifically eClinical Works, preferred.

**Education & Experience:**

- Licensed in California as a Licensed Clinical Social Worker
- Master's degree and preferably experience in medical social work
- Community Clinic setting experience (3-5 years), preferred.
- Current Basic Cardiac Life Support (BCLS) certification for infants and adults.
- Comprehensive knowledge of community resources, and public and private benefits programs

**Physical Requirements:**

The physical demand described here are representative of those that must be met by an employee to successfully perform the essential functions this job. Reasonable accommodations may be made to enable individuals with disabilities with disabilities to perform the essential functions.

- TB Clearance
- COVID-19 Vaccine
- Valid California driver's license
- Must have reliable transportation with minimum insurance/liability coverage
- Sits, stands and walks intermittently throughout the day.
- Regularly required to talk and listen to others in person and over the phone.
- Frequent use of hands to type, write, handle or touch objects or controls.
- Occasionally required to climb, stoop, bend, keel, crouch, and reach above shoulders.
- Required to sit or stand for prolonged periods at a time, working in front of a computer screen and carrying up to 15lbs. (i.e. laptop, and locked box including, but not limited to confidential information, flyers, business cards, scanner, etc.)
- Specific vision requirements for this position include close vision, distance vision, and the ability to adjust focus.

**Working Conditions:**

- Performs most duties under artificial lighting, with some daylight from windows or doors.
- Building is air conditioned during the summer months and heated during the winter season.