

Job Description

Job Title	Social Worker	Position Type	Part-time, Hourly, Non-Exempt
Department	Hospice - Helena, MT and/or Butte, MT	Direct Supervisor	Director of Clinical Services

Job Summary

The hospice social worker works under the supervision of the Director of Clinical services and is responsible for the implementation of standards of care for medical social work services and for adherence standards of care outlined in the Social Work Practice Act.

Responsibilities

- 1.) Assess the psychosocial status of patients and families/caregivers related to the patient's terminal illness and environment and communicate findings to the RN and other members of the interdisciplinary group. Provides an assessment in the patient's identified residence and assistance when it's not safe and another plan is required.
- 2.) Conduct social evaluations, including family dynamics, caregiver abilities, communication patterns, high-risk for suicide, neglect or abuse and plan interventions based on evaluation findings.
- 3.) Assess and educate interdisciplinary group on any special needs related to the culture of the patient and family.
- 4.) Maintain clinical records on all patients referred to social work and prepares clinical and progress notes.
- 5.) Educate and help prepare advanced directives on behalf of patients and families.
- 6.) Serve as liaison between patients and families/caregivers and community agencies.
- 7.) Oversee the volunteer program under the direction of the Director of Clinical Services.
- 8.) Oversee the organization's bereavement program under the direction of the Director of Clinical Services.
- 9.) Facilitate the distribution of bereavement cards, newsletters, and messaging to ensure that Medicare hospice regulations are being met.

- 10.) Participate in the development of individualized care plans, involving the patient and family, and attend regularly scheduled interdisciplinary group meetings.
- 11.) Assist the physician and other care team members in understanding significant social and emotional factors related to health problems and death/dying issues.
- 12.) Actively participate in quality assessment performance improvement teams and activities.
- 13.) Assist family and patients in planning funeral arrangements, financial, legal, and health care decision responsibilities.
- 14.) Other duties as assigned.

Job Conditions

- 1.) Part-time position based in Helena, MT or Butte, MT
- 2.) Hybrid work environment, with a combination of office-based and remote work as needed.

Qualifications

- 1.) Graduate of a bachelor's program in social work accredited by the Council on Social Work Education.
- 2.) Master's degree in social work preferred.
- 3.) Must have an active Montana Driver's License and have an automobile that is insured and in good working order.
- 4.) Minimum of one year's experience in health care, hospice experience preferred.
- 5.) Excellent observation, verbal and written communication skills, problem solving skills, and nursing skills per appropriate competency checklists.

Acknowledgment

Employee Name

Employee Signature

Date