

# Psychiatric Social Worker Tompkins County

**Department:** Mental Health Department

**Classification:** Competitive

**Labor Grade:** 16

**Approved:** 01/01/1969

**Revised:** 76; 79; 82; 84; 5/91; 1/04; 5/08; 11/12; 10/15

**By:** HH, Commissioner of Personnel

## **MINIMUM QUALIFICATIONS: No later than the final filing date announced, the applicant must demonstrate:**

Current New York State licensure as a Licensed Master Social Worker, Licensed Clinical Social Worker or Licensed Clinical Social Worker-R is required at the time of application.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

## **DISTINGUISHING FEATURES OF THE CLASS:**

The psychiatric social worker role is to provide initial diagnostic assessments, individualized person centered treatment planning, individual, family and/or group psychotherapy and/or other therapeutic interventions, crisis intervention, complex care coordination, and referrals for other services as appropriate. The Psychiatric Social Worker functions as the primary therapist for individuals of all ages, families, and groups that are affected by any of a wide range of diagnosable mental health challenges. Many of these individuals are at high risk in various life domains, including interpersonal, intra-psychic, family dynamics, employment, housing, legal, emotional stability, daily living skills, coping skills, and many other types of functional deficits. Awareness of and full participation and cooperation with the Department and County Corporate Compliance programs is an expected responsibility of the incumbent in this position. Supervision may be exercised over the work of social work interns, bachelor-level professionals or volunteers. The work is performed under the general supervision of the Clinic Supervisor and within the incumbent's scope of practice as outlined by the New York State Education Department. The incumbent will perform all related duties as required.

## **TYPICAL WORK ACTIVITIES MAY INCLUDE:**

- Completes initial diagnostic assessments on individuals requesting mental health services to determine medical necessity for treatment, including assessment of mental illness, identification of symptoms that interfere with the individuals ability to function adequately in their daily life, and identification of problem areas that will lead to person centered treatment planning; Provides psychotherapy and/or other clinical interventions to adults, children, couples, families, and groups, many of whom are high risk clients;
- Provides crisis intervention services both in person and by telephone, coordinates the provision of emergency services as needed and refers clients to appropriate agencies for ongoing services;
- Provides crisis intervention services in community settings or homes as required by the needs of the clients and the Department;
- Receives and responds to telephone referrals from human service agencies, law enforcement agencies, County Departments, and other community agencies or individuals who are experiencing crisis situations that may require immediate intervention;
- Coordinates services and treatment plans with other agency professionals for clients who are connected with, or have need of the services of, those other agencies;
- Is responsible for understanding and adherence to both the Department and the County Corporate Compliance programs. Corporate Compliance refers to the adherence to all Federal, State, and local laws that pertain to the work performed.
- Arranges transportation to hospital for clients requiring hospitalization or psychiatric evaluation;
- Participates in regularly scheduled group supervision and intake meetings, providing peer consultation to the other professionals involved;
- Participate in multidisciplinary Departmental or Community team meetings to assist with the formulation of a community care plan for individuals who present with a mental illness and other complex human services needs.
- Provides consultation to professionals, paraprofessionals, community agencies, law enforcement officials, volunteers, and others who have questions regarding mental health symptoms, treatment options, and/or other issues;
- Completes all required documentation in a timely manner in accordance with department policy, regulation and law;
- Performs court-ordered psychiatric evaluations and provides written report to the court in a timely manner;

- May supervise MSW-level interns, bachelor-level professionals and/or volunteers;
- May be called to testify in legal matters;

**KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

- Thorough knowledge of current theories, principles and practices of psychotherapy and/or other therapeutic interventions;
- Good knowledge of crisis intervention techniques;
- Good knowledge of local resources available to clients;
- Good knowledge of the care for persons with co-occurring or multiple disabilities;
- Good knowledge of the requirements, practices and procedures to ensure compliance with all Federal, State, and local laws that govern the work performed;
- Ability to classify the psychopathology manifested by clients in accordance with the most current version of the Diagnostic and Statistical Manual;
- Ability to identify and implement effective clinical intervention strategies to address the functional impairment of the individual;
- Ability to provide culturally sensitive and trauma informed services;
- Ability to research methods of care relevant to specific cultural, ethnic, and racial groups;
- Ability to research, understand, and implement effective evidence-based clinical interventions;
- Ability to establish and maintain cooperative working relationships with professionals, paraprofessionals and volunteers from a variety of agencies;
- Ability to promote a positive, welcoming, and inclusive environment for clients and co-workers;
- Ability to present ideas clearly and concisely both orally and in writing;
- Ability to make decisions and take decisive action in crisis intervention in a variety of physical locations and social/interpersonal situations;
- Empathy, good judgment, initiative and tact are required;
- Familiarity with and ability to utilize a variety of computer programs and functions, including Microsoft Word and Excel.
- The employee's mental and physical condition shall be commensurate with the demands of the position.

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