

Job Title: CO Social Worker

Status: Full time

Work Hours: 8:30 A.M. – 5:00 P.M.

Work Week: Monday through Friday, onsite

General Summary:

The Social Worker is a patient advocate who helps patients identify what resources are available to them. The Social Worker helps to address the psychosocial needs of the Sickle Cell patient population to ensure continuity of care. This will include:

- Obtains social history related to medical problems and planning through interviews with patients and families. Identifies, interprets, and assists in the resolution of social and environmental problems that contribute to the patient's medical condition or interfere with obtaining maximum benefits from healthcare services. Serves as liaison between the healthcare team, patient, family, and appropriate outside agencies.
- Helps patients obtain medical assistance, medications, and travel assistance to clinic appointments. Schedules psychiatry consults in the clinic and assists in referrals to specialists or to the adult Sickle Cell Infusion Center. Collaborates with insurance companies to obtain authorizations for patient services, referrals, and pharmaceuticals. Serves as contact person for case managers.
- Documents patient encounters in the electronic medical records system. Scope of practice and documentation will be supervised by a Licensed Clinical Social Worker.
- Prepares monthly reports as needed.
- Collaborates with health care providers and other community agencies in developing comprehensive follow up and support systems for adults with sickle cell disease. Assists in obtaining resources for dental and vision care and housing. Assists with crisis intervention.
- Works with patients in the Sickle Cell Infusion Center, the Johns Hopkins Outpatient Clinics, and the inpatient hospital.
- Responsible for communication with donors. Responsible for outreach activities and mailings (newsletters, fliers).

Scope of Responsibility: Knows the informal policies, procedures, and practices necessary to conduct the normal function of a specific section, unit, or work area. Is

aware of the role of the position and its potential impact on the working unit. Billing for clinical services is not permitted with the Licensed Social Work Associate license.

Decision Making: Carries out duties and responsibilities with limited supervision. Makes decisions and establishes work priorities on essentially procedure-oriented operations. Engages in regular and continuous decision making having limited impact on people, costs, and/or quality of service.

Communication: Exchanges routine information in an appropriate manner requiring good oral and written communication skills.

Reports to: Sophie Lanzkron, MD, MHS, with a reporting relationship to the clinic managers. Licensed Clinical Social Worker will supervise scope of practice and documentation.

Supervises: None

Education: Requires Bachelor's of Social Work. Skills in the following areas important: health care education, ability to work in a team setting and independently and ability to speak Native language.

Experience: One year of related work experience required

Licensure, Certification, Registration: Licensed Social Work Associate

Physical Requirements: Finger dexterity required to manipulate objects with fingers rather than with whole hand(s) or arm(s), for example, using a keyboard. Handling by seizing, holding, grasping, turning or otherwise working with the hand or hands, but without finger dexterity. Sitting in a normal seated position for extended periods of time. Occasionally lifting, carrying objects weighing 10 lbs. or less. Occasionally pushing, pulling objects weighing 30 lbs. or less. Ability to move about.

This description is a general statement of required major duties and responsibilities performed on a regular and continuous basis. It does not exclude other duties as assigned.