



## JOB DESCRIPTION

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Position:	Licensed Clinical Social Worker (LCSW)
Department:	Provider
Reports to:	Chief Medical Officer
FLSA Status:	Exempt Position
Grade:	LCSW

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### GENERAL PURPOSE:

Under the direction of Chief Medical Officer (CMO), the Licensed Clinical Social Worker (LCSW) will provide therapy to children, family and adults, with minimum of twenty (20) hours per week of direct contact with clients.

### MAIN RESPONSIBILITIES & DUTIES:

- 1) Adheres to duties and responsibilities consistent with the CA license and applicable laws  
§4996.9. CLINICAL SOCIAL WORK AND PSYCHOTHERAPY DEFINED  
The practice of clinical social work is defined as a service in which a special knowledge of social resources, human capabilities, and the part that unconscious motivation plays in determining behavior, is directed at helping people to achieve more adequate, satisfying, and productive social adjustments. The application of social work principles and methods includes, but is not restricted to, counseling and using applied psychotherapy of a nonmedical nature with individuals, families, or groups; providing information and referral services; providing or arranging for the provision of social services; explaining or interpreting the psychosocial aspects in the situations of individuals, families, or groups; helping communities to organize, to provide, or to improve social or health services; or doing research related to social work. Psychotherapy, within the meaning of this chapter, is the use of psychosocial methods within a professional relationship, to assist the person or persons to achieve a better psychosocial adaptation, to acquire greater human realization of psychosocial potential and adaptation, to modify internal and external conditions which affect individuals, groups, or communities in respect to behavior, emotions, and thinking, in respect to their intrapersonal and interpersonal processes.  
<http://www.bbs.ca.gov/consumers/info.html>
- 2) Maintains a full caseload by seeing clients in individual, family and/or group therapy
- 3) Assists clients calling and visiting the clinic
  - a. Maintains clients' confidentiality in accordance with laws and professional standards and agency practices
  - b. Follows all applicable laws and regulations relating to child abuse reporting
  - c. Will comply with agencies Code of Conduct
  - d. Assesses and formulates treatment plans and shares the product with professional standards and agency practices

- e. Inform supervisor of relevant issues or cases when appropriate
- 4) Assesses and formulates treatment plans and shares the product with appropriate authorize individuals
- 5) Documentation/Completion of EHR/Medical Records and keep case histories in accordance with the corporation's procedures
- 6) Is available for after-hours emergency consultation, as necessary
- 7) Provides reports to authorized agencies and individuals about clients
- 8) Continues to maintain professional skills and remains current regarding new professional practices
- 9) Occasionally provides presentations to the community regarding social work matters
- 10) Occasionally provides presentations to the community regarding social work practices and agency program(s)
- 11) Other duties as assigned by supervisor

### **QUALITIES & CHARACTERISTICS:**

- 1) Maintains a professional relationship and positive attitude with co-workers, the public, patients and all Ampla Health's staff, Board of Directors and vendors
- 2) Maintains the highest professional ethics and is honest in dealing with people; is a model for all employees through his/her actions
- 3) Strive to learn more and is receptive to learning different ways of doing things
- 4) Displays enthusiasm toward the work and the mission of Ampla Health

### **PROFESSIONAL KNOWLEDGE, SKILLS & ABILITIES:**

- 1) LCSW license
- 2) Experience in family therapy
- 3) Contemporary of child development and adult, and child psychopathology
- 4) Interest in working with children, families and adult
- 5) Ability to perform group therapy
- 6) Ability to work with clients varying in race, ethnic origin, sex, and age, in a non-discriminatory fashion
- 7) Ability to work a Full-Time (40 hours) per work week and be flexible in regard to the need for after-hour appointments and emergencies
- 8) Assists in treating substance abuse
- 9) Demonstrate clear knowledge of Ampla Health's clinic structure, standards, procedures and protocols

### **COMMUNICATIONS SKILLS:**

- 1) Must have neat and legible handwriting
- 2) Must be able to interact with patients courteously and calmly
- 3) Must be able to interact with the public

### **WORKING CONDITIONS & PHYSICAL REQUIREMENTS:**

Works well with patients in a generally comfortable environment office. Employees must possess the following physical requirements:

- 1) Must be able to lift up to 40 pounds and push up to 100 pounds (on wheels)

- 2) May require prolonged sitting
- 3) Must be able to reach above shoulder level to work. Must be able to bend, squat and sit, stand, stoop, crouching, reaching, kneeling, twisting, turning
- 4) May be subjected to verbally and/or unwanted behavior patients

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EMPLOYEE  
NAME(PRINT)

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EMPLOYEE SIGNATURE

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DATE