

NOTICE OF VACANCY

March 24, 2015

JOB TITLE: SOCIAL WORKER, HEALTH

JOB STATUS: Full time, 40 hours/week

DEPARTMENT/DIVISION: Department of Human Services

PHYSICAL LOCATION: One Spring Street, Newton, NJ

DATE OF VACANCY: Current

SALARY RANGE: \$39,562 to \$74,481

CLOSING DATE: April 3, 2015

TENTATIVE START DATE: To be determined

MINIMUM REQUIREMENTS:

EDUCATION:

Graduation from an accredited college or university with a Bachelor's Degree.

Note: Applicants who do not meet the above educational requirement may substitute experience in social work having responsibility for gathering social information from clients, determining their needs, and planning and carrying out treatment plans geared to the needs of individual clients on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

License: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

JOB DUTIES:

Under direction, performs office and field work involved in providing social assistance for clients.

Coordinates the activities of the State Health Insurance Assistance Program (SHIP).

Provide counseling and assistance to Medicare recipients.

Recruit, train and supervise SHIP Volunteers.

Provide educational presentations to the community regarding SHIP services.

Collaborates with appropriate staff members to plan and carry out program services for clients.

Transitional Care Program (TCP) Social Worker shall provide the patient with a preliminary screening for eligibility of community resources and list the necessary documentation needed to obtain assistance and coach the patient on how to locate the necessary documents.

Maintain records, which will be reported to community partners quarterly.

TCP staff with access to the Electronic Health Record (EHR) system and any necessary data collection software required to enter such data, subject to County and partner agency's policies and procedures.

Will round on enrolled clients in the hospital Monday through Friday and make a home visit to the client within 24-48 hours of discharge from the hospital.

Will visit enrolled TCP clients in sub-acute rehabilitation facility and conduct home visit upon discharge from the post-acute care facility.

Minimum of one in home visit following discharge from hospital or post-acute care facility.

Minimum of one phone call per week during a 30 day period following discharge from the hospital or post-acute care facility.

Enlist the client's involvement in scheduling appointment(s) with the primary care provider and/or specialist as soon as possible after discharge. In the case of a client identified as a high risk and in need of a higher level of assistance, a TCP Social Worker will attend the appointment with the client to facilitate accurate communication between client and physician.

Demonstrate their ability to facilitate strong collaborations with the clients and caregivers of those enrolled in Transitional Care Program.

Attend and participate in weekly real-time TCP case review meetings.

Does other related work as required.

RETURN COMPLETED APPLICATIONS TO: (On Standard County Application Form)

**County of Sussex
Office of Employee Services
One Spring Street
Newton, NJ 07860**