

## **PSYCHIATRIC SOCIAL WORKER I**

### **DEFINITION**

Under direct supervision, performs less complex psychiatric assessments, clinical interventions and case management services for mentally and emotionally disturbed patients and their families in a mental health setting.

### **DISTINGUISHING CHARACTERISTICS**

Psychiatric Social Worker I is the entry-level position in the Psychiatric Social Worker series. Incumbents work in an assisting and supporting role, with closely supervised routine assignments that are limited in scope and independence. As they gain experience demonstrating the required proficiency and acquiring the necessary California licensure as a Licensed Clinical Social Worker (LCSW) or Intern - Marriage and Family Therapist (IMF), a Psychiatric Social Worker I must be registered with the California Board of Behavioral Sciences as an Associate Clinical Social Worker (ASW) or Intern - Marriage and Family (IMF) and accumulate their work experience hours towards licensure as an Licensed Clinical Social Worker (LCSW) or Marriage and Family Therapist (MFT)

The Psychiatric Social Worker I is distinguished from the next higher level of Psychiatric Social Worker II in that the latter is the fully qualified, licensed journey-level class of the Psychiatric Social Worker series and incumbents are able to work independently with minimal supervision.

### **EXAMPLES OF DUTIES**

Nothing in this specification restricts management's right to assign or reassign duties and responsibilities to this job at any time.

Under the supervision of a California Board of Behavioral Sciences licensed clinician:

1. Conducts psychiatric assessment, diagnosis and clinical interventions
2. Performs initial diagnostic evaluations noting behavioral symptoms, which may indicate organic and/or mental disorders in children and in interpersonal/family dysfunctions related to child and adult consumers.
3. Determines and develops appropriate annual treatment plans for all consumers in the caseload.
4. Conducts individual, group and family counseling/therapy sessions for consumers toward the goal of achieving more adequate, satisfying and productive life adjustments in the community and provides case management services as appropriate.
5. Participates in developing individual and group treatment plans utilizing a variety of psychotherapeutic, psychosocial and psycho educational modalities that meet the standards set by the Behavioral Health/State Quality Assurance Standard.
6. Makes consumer referrals and coordinates discharge plans.
7. Assesses progress of consumers on a selected basis and proposes modifications to rehabilitation plans in order to meet goals agreed upon by the consumers, youth or family.

8. Prepares and maintains psychosocial assessments for use in diagnostic evaluations and consumer progress and desired outcomes.
9. Provides community services to consumers who have underserved or unmet behavioral health needs.
10. Collects, coordinates and evaluates additional medical and psychosocial data such as annual treatment plans and collateral information for the purpose of providing clinical interventions.
11. Analyzes factors which exert an adverse effect upon health problems, treatment, or recovery, or which may contribute to or are responsible for mental illness or affect the potential for rehabilitation.
12. Conducts treatment groups in schools and other community settings with emotionally and behaviorally disturbed children toward the goal of achieving higher functioning in interpersonal relationships and learning.
13. Work as a psychiatric team member with other treatment disciplines.
14. Provides consultation and psycho education services.
15. Performs related duties as assigned including Representative Payeeship duties as necessary.

## **QUALIFICATIONS**

A combination of experience, education, and/or training which substantially demonstrates the following knowledge, skills and abilities:

### **Working knowledge of:**

1. Current philosophy, principles, and evidence based practices for services to consumers with serious mental or emotional disturbance.
2. Individual, group and family psychodynamics as they relate to adults or children.
3. Psychiatric diagnostic methods and terminology.
4. Personality and human development from infancy through adulthood.
5. Public Mental Health Policy and Welfare and Institutions codes that provides guidelines for human and health services systems in the County.
6. Community Resources available to consumers for linkage.

### **Skill and Ability to:**

1. Provide treatment to adults, children or adolescents with various mental disabilities ranging from serious mental illness to dysfunctional behavior patterns including victims of sexual and physical abuse.
2. In conjunction with the consumer, develop realistic, attainable and measurable service plans and facilitate their attainment.
3. Evaluate the degree of community functioning or emotional distress of consumers.
4. Communicate effectively orally and in writing and able to complete work using electronic format.

- 5. Ensure time sensitive documentation submitted within established guidelines.
- 6. Provide consultation and technical assistance to agencies, schools and other organizations.
- 7. Work collaboratively within a multi-disciplinary team.

**REQUIRED CONDITIONS OF EMPLOYMENT**

As a condition of employment, the incumbent will be required to:

- 1. Possess a valid California Class C Driver’s License
- 2. Pursuant to the California Welfare and Institutions Code Section 5751.2 (a) provide proof of Registration with the California Board of Behavioral Science Examiners (BBSE) as an Associate Clinical Social Worker (ASW) or Intern – Marriage and Family Therapist.
- 3. In accordance with HIPAA, incumbent must have applied for or have a National Provider Identifier (NPI).
- 4. Comply with California licensure requirements as outlined by the California Board of Behavioral Sciences.

**REQUIRED EXPERIENCE/EDUCATION/TRAINING**

Possession of a Master’s Degree from an accredited school of social work and registration with the Board of Behavioral Science Examiners as an Associate Clinical Social Worker.

**PHYSICAL AND SENSORY REQUIREMENTS**

The physical and sensory abilities required for this classification include:

- 1. The ability to communicate effectively both over the telephone and in face-to-face conversations
- 2. Physical dexterity and mobility to function in a typical office environment and to operate a motor vehicle to drive self/others in the course of work
- 3. Eye and hand coordination and manual dexterity in order to regularly operate a personal computer

**CLASS HISTORY**

Class Code: 60B01  
 Established Date: 06/30/1986  
 Revised Date:  
 Former Title: N/A(New)

**CLASS DATA**

Job Group: 05  
 EEO Category: P  
 Work Comp. Code: 8810  
 Bargaining/Employee Unit: K  
 FLSA: E

Prepared by: Maria Diaz, Associate Personnel Analyst

Approved by:

/s/ Kim Moore  
 Human Resources Department

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 Date