



Position Description

Job Title: LCSW Case Manager
Classification: Exempt
Supervisor: Director of Behavioral Health Services

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities or requirements of this position. Employees are expected to perform other functions as assigned or requested to further support the organization's mission.

Position Summary

The LCSW Case Manager provides social work services including assessment, short term and crisis counseling, individualized care planning, and case coordination to patients and their families. Serves as liaison between Wilmington Community Clinic and the community to integrate services, coordinate care for clients, and enhance relationships through public relations activities.

Essential Position Responsibilities

- Assesses, develops and coordinates a clinical treatment program for patients with acute or chronic psychiatric disorders. Consults with staff regarding diagnosis, strengths and deficits of member, as needed or appropriate.
- Performs short term counseling and crisis intervention as appropriate
- Develops individual care plans for patients with acute or chronic psychiatric disorders.
- Provides information, resource identification and referral services, mediation services, advocacy services, and education of individuals, groups, couples, and families.
- Assists members in developing cost effective, appropriate health care plans through optimizing the member's personal resources as well as community and WCC's resources and programs.
- Assists with administration, development, implementation, and evaluation of social work programs and policies.
- Collaborates with physicians in screening members
- Follows clinic policies and procedures to ensure that the principles of WCC are implemented.
- Fosters an environment that promotes trust and cooperation among all staff of WCC.
- Attends all WCC mandatory meetings and other meetings as requested.



- Interacts with patients, physicians, staff, vendors, and visitors in ways that demonstrate caring and reflect the WCC mission and philosophy.
- Other duties as assigned

Skills

- Practices in a professional manner, and collaborates with other health team members.
- Works successfully with a variety of individuals from various socio-economic, ethnic and cultural backgrounds
- Knowledgeable of social service procedures, policies, and resources
- Ability to communicate effectively
- Bilingual English/Spanish preferred.
- Punctuality and excellent attendance required

Education and Experience

- Master’s degree in Social Work required from an accredited college or university
- Valid Licensed Clinical Social Worker license in the State of California

Supervisory Responsibilities

- Not applicable

Physical Requirements

Position requires prolonged hours of sitting at a computer, standing and walking in a clinic setting.

Work Environment

Code

C = Continuously	F = Frequently	O = Occasionally	R = Rarely
(70% or More)	(40-70%)	(15-40%)	(Less than 15%)

Please use the codes above to complete the table below

Code

Working indoors in a clinical setting	F
Working indoors in an office setting	C
Working indoors & outdoors delivering materials/transporting clients	R



Please check the statement that represents the Work Environment for this position

Routine exposure to blood or body fluids	<input checked="" type="checkbox"/>
Possible exposure to blood or body fluids	<input type="checkbox"/>
No exposure to blood or body fluids	<input type="checkbox"/>

Travel Requirements

Travel required to attend monthly local meetings; occasional travel within and out of state. Ability to lift up to 20 pounds may be required.

Acknowledgement:

I have read and received the LCSW Case Manager Position Description. I understand that this description is a summary of responsibilities and is not intended to be an all-inclusive list. My position may include additional responsibilities as required. My signature below indicates receipt of this document and does not alter the at-will employment relationship in any way. If I have any questions about my Position Description or about my position I may contact my supervisor.

Employee Signature

Employee Name Printed

Date