

T.H.E. CLINIC, INC.
JOB DESCRIPTION

POSITION: LICENSED CLINICAL SOCIAL WORKER (LCSW)

DEPARTMENT: Medical Unit

STATUS: Full-Time, Exempt

Position Summary:

Under the direction of the Chief Medical Officer, the LCSW will provide mental health services to T.H.E. Clinic Inc. -patients. In addition, the LCSW will participate in the multi-disciplinarian teams for specialty care (e.g. obstetrics, diabetics and hypertensive patients and HIV)

Essential Duties and Responsibilities:

- Perform clinical assessment using bio-psycho-social format on referred patients.
- Provide professional counseling and guidance to patients.
- Refer patients to other appropriate resources for support and treatment.
- Follow-up and act as liaison person to ensure highest quality of services are provided to patients.
- Document and lock progress notes within the electronic health record within 24-48 hours of patient encounter.
- Participate in multi-disciplinarian teams for case management
- Make community/ staff presentations, and perform outreach/marketing activities as needed.
- Attend monthly medical staff meetings
- Complete adult assessments regarding behavioral health patients as required by funding sources
- Attend monthly meetings and submit monthly reports regarding behavioral health as required by funding sources
- Work with CEO to develop a model for the Empowering Leadership in Local Communities and provide oversight
- Assist and collaborate with other departments as necessary.
- Other duties as assigned.

Education and/or Experience Requirements:

- Min. California State Licensed Social Worker.
- Master's degree preferred with at least 2 years of experience working in the mental health field.
- Ability to work with people of diverse cultural, educational, social, and economic backgrounds.
- Ability to work independently and a self-starter with minimal supervision
- Computer proficiency
- Excellent oral and written communication skills
- Excellent organizational skills
- Experience utilizing an Electronic Medical Records (EMR) system is highly desirable
- Bilingual in Spanish