

**Community Health Alliance of Pasadena (ChapCare)
Job Description**

Title: Licensed Clinical Social Worker
Department: Behavioral Health
Reports To: Chief Medical Officer
EEOC: Professional
FLSA Status: Exempt

SUMMARY

Community Health Alliance of Pasadena ([ChapCare](#)), a growing Medical Group provider to residents of the greater Pasadena area and San Gabriel Valley, is seeking a qualified Licensed Clinical Social Worker (LCSW). Candidate for the position will be experienced in providing short-term individual and group counseling for community members with behavioral health conditions. The candidate will also have experience working with victims of domestic violence.

ChapCare's Expectations of all Employees:

- Adheres to all of [ChapCare's](#) Policies and Procedures
- Conducts self in a manner that represents [ChapCare's](#) core values at all times
- Maintains a positive and respectful attitude with all work-related contacts
- Communicates regularly with his/her immediate supervisor about Departmental and [ChapCare](#) concerns
- Consistently reports to work prepared to perform the duties of the position
- Meets productivity standards and performs duties as workload necessitates

Essential Duties and Responsibilities:

- Interviews patient and family members; prepares psychosocial assessments, addressing all pertinent issues of participants.
- Evaluates data and works with a care team to develop a single plan of care that supports the patients overall health and well-being.
- Educates and assists patient/family in understanding and adjusting to the diagnosis/disability, treatment plan and medical recommendations.
- Provides age appropriate and culturally sensitive counseling and individual/family treatment as well as assistance in family life crisis situations.
- Prepares and maintains all pertinent records, statistics and progress notes.
- Assists in the development of various program curricula.
- Provides day to day supervision hours for MSW interns at the assigned locations (needed for license hours).
- Works with [ChapCare's](#) Care Coordinators to facilitate referrals for patients to appropriate specialty services (psychiatry, etc) and community agencies (for social services) as appropriate.
- Works with outside agencies to ensure coordinated care for victims of domestic violence, etc.
- Performs all other related duties as appropriate and/or assigned.

QUALIFICATIONS

Experience & Education:

- Master's in Social Work minimum requirement.
- Licensure as a Licensed Clinical Social Worker by the California Board of Behavioral Sciences strongly preferred.
- Minimum 2 -4 years' experience.

Skills:

- Counseling, listening skills.
- Ability to work with elderly population.
- Bilingual English/Spanish
- Skills and Abilities vested due to education, training and licensure as L.C.S.W.

PHYSICAL DEMANDS/WORKING CONDITIONS

The physical demands described here are representative of those that must be met by a service member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the member will be required to drive to community outreach sites, and will be required to drive to all ChapCare facilities as needed. The employee must occasionally lift and/or move up to 25 pounds.

Travel, generally within the El Monte area, will be required on a regular basis. Attending at state and out of state conferences may be required.

Acknowledgement of Receipt

I have reviewed this job description and understand that my supervisor can answer any questions I may have about what is expected of me in this position.

Employee Name

Employee Signature

Date

Employee Name:

Job Title: Licensed Clinical Social Worker Hrs. Worked Per Day: 8 Hrs. Worked Per Week: 40

Activity (Hours per day)	Never 0 Hours	Occasionally Up to 3 Hours	Frequently 3-6 Hours	Constantly 6-8+ Hours
Sitting				x
Walking		x		
Standing		x		
Bending (neck)				x
Bending (waist)		x		
Squatting	x			
Climbing	x			
Kneeling	x			
Crawling	x			
Twisting (neck)				x
Twisting (waist)				x
Hand Use: Dominant hand R L				
Is repetitive use of hand				x
Simple Grasping (right hand)				x
Simple Grasping (left hand)				x
Power Grasping (right hand)	x			
Power Grasping (left hand)	x			
Fine Manipulation (right hand)				x
Fine Manipulation (left hand)				x
Pushing & Pulling (right hand)		x		
Pushing & Pulling (left hand)		x		
Reaching (above shoulder level)		x		
Reaching (below shoulder level)		x		
Keyboarding with both hands				x

Weight	LIFTING					CARRYING				
	Never 0 Hours	Occasionally Up to 3 Hrs.	Frequently 3-6 Hrs.	Constantly 6-8+	Height	Never 0 Hours	Occasionally Up to 3 Hrs.	Frequently 3-6 Hrs.	Constantly 6-8+	Distance
0-10 lbs		x			_____		x			_____
11-25 lbs		x			_____		x			_____
26-50 lbs	x				_____	x				_____
51-75 lbs	x				_____	x				_____
78-100 lbs	x				_____	x				_____
100+ lbs	x				_____	x				_____

Describe the heaviest item required to carry and the distance to be carried: Up to 25 lbs of office supplies carried up to 50 feet.

Other job requirements specific to the Job :

1. Working with Bio-hazards such as blood borne pathogens, sewage? N/A
2. Exposure to radiation? N/A
3. Other :

Acknowledgement of Receipt

I have reviewed the job description and the physical requirements of the position. By signing below I am affirming that I understand what the expectations of the position are and that I am able to perform all services with or without reasonable accommodations.

Employee signature: _____ Date _____