

BEHAVIORAL HEALTH SOCIAL WORKER (BHSW)

DISTINGUISHING FEATURES OF THE CLASS:

This is an entry level social worker position that requires the performance of professional social work duties in helping clients with social, emotional and related difficulties associated with their disabilities. The work is performed within prescribed routines.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Provides a range of screening assessment and treatment services consistent with Article 31- Part 599 NYS OMH Outpatient Health Clinics and consistent with the NYSED scope of services for licensed social workers;
- Participates in the emergency on-call system maintained by the Department of Human Services;
- Participates in the intake and screening of new clients, evaluating and diagnosing the client and problems;
- Provides social work services to help clients adjust to their disabilities and social environment;
- Refers clients to other governmental and non-governmental agencies;
- Maintains information on community and health resources which can be utilized during the client's care;
- Participates in the process of transfer of clients to other levels of treatment as appropriate;
- Works in conjunction with the client's clinic prescriber, primary care physician and care coordinator (as applicable);
- Maintains appropriate quality of service and service documentation;
- Maintains appropriate quantitative service productivity.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES:

Working knowledge of the practice and procedures of social work and of the social factors affecting behavioral health disease and disability; ability to organize time and effort to meet assigned situations and work demands; ability to function effectively in teams, ability to interpret federal, state and local laws affecting the medical and health programs; ability to express and transmit knowledge clearly in oral and written form; ability to navigate electronic service documentation software, ability to establish and maintain relationships within and outside the department in a professional manner.

MINIMUM QUALIFICATION:

Graduation from a graduate school approved by the New York State Department of Education with a Master's Degree in Social Work, and possession of certificate or license to practice social work (LMSW or LCSW) issued by the New York State Department of Education;

Continuing Education – Employees holding this title shall comply with provisions of mandatory continuing education requirements prescribed in Article 154 S1170 of NYS Education Law.

Adopted by Columbia County Civil Service Commission May 14, 2019, Competitive

AMENDED AND APPROVED BY THE COLUMBIA COUNTY CIVIL SERVICE COMMISSION JANUARY 14, 2020, COMPETITIVE.