



Bob Riley
GOVERNOR

STATE OF ALABAMA
**DEPARTMENT OF MENTAL HEALTH
AND MENTAL RETARDATION**
MARY STARKE HARPER GERIATRIC PSYCHIATRY CENTER
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JOHN HOUSTON
COMMISSIONER

BEVERLY WHITE, BSN, MS
FACILITY DIRECTOR

**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION
AN EQUAL OPPORTUNITY EMPLOYER**

JOB TITLE: M.H. Social Worker II

NUMBER: 0843

JOB CODE: W2000

POS. # 8801052

RANGE / SALARY: 70 \$31,968.00 - \$48,424.80

DATE: July 14, 2008

JOB LOCATION: Mary Starke Harper Center, Tuscaloosa, Alabama

QUALIFICATIONS: Master's degree in Social Work from a college or university approved or accredited by the Council on Social Work Education. Possession of or eligibility for licensure as a graduate social worker as issued by the Alabama Board of Social Work Examiners. Eligibility for and active pursuit of the certified (LCSW) level is preferred. Experience in the field of geriatric mental health preferred.

KIND OF WORK: This is a professional social work position providing social services to geriatric patients at a state mental health facility specializing in the care and treatment of elderly, mentally ill patients. Essential duties include the following: Accountability for maintaining hospital Medicare / Medicaid certification and / or Joint Commission accreditation rest with all employees. Treatment Planning, Implementation of Treatment and Documentation of Treatment are all necessary elements for maintaining certification and accreditation. Failure to satisfy the essential job functions related to Treatment Planning, Implementation of Treatment and documentation of Treatment will be reflected in employee evaluations. Participate in the development and implementation of geriatric patients' individualized treatment plans so that each patient receives individualized treatment appropriate to reach his/her maximum potential in compliance with Medicare/Medicaid/JCAHO standards. Provide direct treatment and social work services to geriatric patients and patients' families so that each patient / family receives education and therapy as clinically indicated to meet patient / family needs with timely documentation by social worker. Write documentation such as progress notes and treatment plans so that the geriatric patient's clinical status is assessed and documented to ensure individualized treatment with compliance with Medicare/Medicaid/JCAHO standards. Compose/write social histories so that each geriatric patient's complete history is accurately documented to facilitate appropriate services provided in compliance with Medicare/Medicaid/JCAHO standards. Develop / implement / document post hospitalization plans for geriatric patients. Conduct therapeutic group/individual therapy sessions with assigned geriatric patients so that the patient's placement and follow-up are clear, concise, and available to the full treatment team with compliance with state policies, procedures and contracts. Conduct at least one (1) therapeutic group twice weekly with assigned geriatric patients and provide casework as clinically appropriate so that individualized, geriatric, psychiatric treatment is provide in compliance with Joint Commission / Medicare / Medicaid standards. Arrange / coordinate visits with geriatric patient's families so that patient's visits are thoroughly planned, managed and documented so that patient's behaviors on visits can be used in making appropriate discharges with compliance with Harper policies, procedures, and documentations.

Attend unit and discipline meetings and hospital in-service training so that staff will be aware of policies, procedure, and education which can assist them to better meet the needs of geriatric patients / families with at least 30 hours of continuing education every two (2) years. Serve / participate in community activities, on Harper interdisciplinary committees or conduct education presentation related to the care and treatment of geriatric patients, representing the Harper Center so that social work staff can contribute to interdisciplinary learning of Harper staff and / or the community with approval by social work director and documentations as appropriate. Demonstrate professional growth in the area of gerontology by participation in continuing education programs to increase skills, information and knowledge in working with elderly patients / families and to ensure quality treatment of elderly clients with at least thirty (30) contact hours every two (2) years. Participates in Treatment Planning, Implementation of Treatment and Documentation of Treatment for **geriatric** patients in accordance with skill level and disciplinary requirements to assure continual certification / accreditation by Medicare / Medicaid / Joint Commission.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good supervisory skills and abilities. Knowledge of clinical and crisis interventions. Ability to make clinical assessments. Ability to keep accurate records and write reports. Ability to interact with other professionals in a courteous, professional manner. General knowledge of community resources for the mentally ill. Ability to communicate effectively both orally and in writing.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their training, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification. **Drug test required. Security clearances will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with patients.**

HOW TO APPLY: USE AN OFFICIAL APPLICATION FOR PROFESSIONAL EMPLOYMENT (EXEMPT CLASSIFICATION) WHICH MAY BE OBTAINED FROM THIS OFFICE. THE APPLICATION SHOULD BE RETURNED TO PERSONNEL OFFICE, BRYCE HOSPITAL, 200 UNIVERSITY BLVD., TUSCALOOSA, ALABAMA, 35401 BY **August 15, 2008** IN ORDER TO BE CONSIDERED FOR THIS POSITION. DO NOT RETURN THIS APPLICATION TO THE STATE PERSONNEL DEPARTMENT. **PLEASE HAVE AN OFFICIAL COPY OF TRANSCRIPT (S) FORWARDED TO THE PERSONNEL DEPARTMENT AT THE ABOVE ADDRESS.**

“Only work experience detailed on the application form will be considered. Additional sheets if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application.”

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