



ROBERT BENTLEY  
GOVERNOR

STATE OF ALABAMA  
**ALABAMA DEPARTMENT OF MENTAL HEALTH**  
NORTH ALABAMA REGIONAL HOSPITAL  
4218 HIGHWAY 31 SOUTH  
DECATUR, ALABAMA 35603  
PHONE (256) 560-2200  
HR FAX (256) 560-2338



JIM REDDOCH  
COMMISSIONER

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

**JOB TITLE:** MH Social Worker II

**NUMBER:** 13-06

**JOB CODE:** W2000

**DATE:** March 29, 2013

**JOB LOCATION:** North Alabama Regional Hospital  
4218 Highway 31 South  
Decatur, AL 35603

**POSITION #:** 8834054

**SALARY RANGE:** 70 (\$33,086.40 -- \$50,119.20 Annually)

**QUALIFICATIONS:** Master's degree in Social Work from a college or university approved or accredited by the Council on Social Work Education.

**NECESSARY SPECIAL QUALIFICATIONS:** Possession of or eligibility for licensure as a graduate social worker as issued by the Alabama Board of Social Work. Current possession of licensure is preferred.

**KIND OF WORK:** This is a professional social work position that provides social services to patients at a state mental health hospital specializing in the acute psychiatric care of adult mentally ill patients. Job duties and responsibilities include but are not limited to the following: Provide direct treatment to patients such as crisis intervention, group, family and individual therapy sessions. Collect accurate patient data for assessment purposes. Review patient records and related clinical documents. Participate in the development and implementation of patients' individualized treatment plans. Complete the discharge process documenting any high risk issues that may influence discharge planning, recommending follow up care and facilitating discharge arrangements. Interview patient, family members and community providers to detail events leading to the hospitalization of the patient. Participate in performance improvement processes. Facilitate / support social work department compliance with JCAHO and CMS standards. Compose clinical documentation such as social histories, court reports, progress notes, discharge summaries, and treatment planning that accurately reflects patient information. Assist patients in maintaining regular contact with family/significant others while hospitalized. Provide patients appropriate linkage with community resource providers.

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**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Ability to read and comprehend documents such as court orders, regulatory standards / guidelines, patient medical records / histories / assessments, and policies / procedures. Knowledge of therapeutic restrictions. Ability to make clinical assessments. Knowledge of therapies / casework such as individual, group and family. Knowledge of mental and psychological disorders. Ability to make clinical assessments. Ability to collect / document patient information and maintain accurate records. Ability to write reports such as social history reports, treatment plans, progress notes, and other correspondence. Knowledge of clinical and crisis interventions. Knowledge of community / agency resources. Understanding of human behavior to include developmental theories, personality theories, normalization, non-verbal communication and social / cultural influences. Knowledge of social work to include family dynamics, developmental models and community / group processes. Ability to communicate / interact effectively with other professionals.

**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 mentioned above. All relevant information is subject to verification. ***Drug screening 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, any DMH facility Personnel Department, or online at <http://www.mh.alabama.gov/CareersWithADMH.aspx>. Application should be returned to the Personnel Department, North Alabama Regional Hospital, 4218 US Highway 31 South, Decatur, Alabama 35603 by **UNTIL FILLED** in order to be considered for this position. Indicate your Alabama Social Worker licensure number on your application as directed. **An official copy of your academic transcript from the university or college from which you received your social work degree(s) is required and must be forwarded directly by the university or college to the Personnel / Human Resources 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.”***