



Department:	Public Health
Reports To:	Director of Nursing
Supervisory Duties:	N/A
FLSA Status:	Exempt
Benefits:	Eligible
Union Status:	N/A
Last Updated:	August 2018

Position Details

The Public Health Department Social Worker provides case management services to individuals, families and population groups with emphasis upon prevention, assessment, risk reduction and health status improvement. Case management activities include, but are not limited to, systematic analysis of health data, care plan development, health education and advocacy and collaborating with community partners to promote the health of a population.

Duties and Responsibilities

Develops, conducts, disseminates, and evaluates assessments on population health status and public health issues facing the community

- Performs comprehensive individual and family assessments, which include health history, physical assessment, growth monitoring, developmental assessment, psycho-social assessment, assessment of family functioning, assessment for substance abuse or domestic violence issues and assessment of basic needs including food, housing, income, resources and supports and access to health care.
- Completes organizational assessments and evaluating outcomes of interventions and works with clients or professionals to make necessary changes.

Investigates and addresses health problems and environmental public health problems to protect the community

- Provides assistance in preventing, minimizing, and containing health and environmental public health problems as assigned.

Implements surveillance, education, investigation and prevention and/or containment strategies to reduce the spread of infectious diseases

- Assists with the management of infectious disease outbreaks.
- Monitors and provides resources for infected individuals.
- Follows OSHA health and safety guidelines.
- Provides services in mass prophylaxis settings.
- Educates the public on the spread of infectious disease in accordance with laws and regulations.

Prepares for and responds to emergencies, events and incidents and assists communities in recovery

- Responds to individual emergency situations in the clinical or home settings with basic life support, first aid skills and linkages to emergency medical services.

- Participates in the public health response teams completing preparedness, response teams for completing preparedness, response and recovery activities.
- Addresses health needs of affected people, including at-risk individuals with access and function needs.
- Implements responses objectives as assigned.

Informs and educates the public about public health issues and functions

- Assists with screening and counseling for preventative or maintenance purposes.
- Implements evidence-based, culturally appropriate public health education and promotion interventions.
- Assures community members have access to communication services and assistive technologies.

Enforces public health laws

- Educates individuals, organizations and communities about relevant public health laws.
- Obtains consent to provide care.
- Completes reports for vulnerable community members.
- Provides visits as ordered by the legal system.

Promotes strategies to improve access to health care

- Identifies barriers to health care services, gaps in services, and populations that experience them.
- Informs stakeholders of gaps in health care and potential strategies and community resources to address gaps.
- Identifies and implements strategies to improve access to health care services.
- Provides care coordination, referral, and follow-up for individuals and families who are members of vulnerable or at-risk population and counseling and guiding individuals and families in recognizing and attempting to resolve or ameliorate physical, emotional, and environmental health problems.

Assists in maintaining a competent public health workforce

- Demonstrates Tier 1 Core Competencies for Public Health professionals.
- Mentors students.
- Provides a supportive work environment.

Evaluates and continuously improves processes, programs and interventions

- Participates in individual, team or departmental quality improvements, performance management and evaluation activities.

Maintains administrative and management capacity

- Maintains clean and safe work areas.
- Implements strategies for ethical decision-making and client confidentiality.
- Documents client assessments and interventions in medical records and databases.
- Adheres to policies and procedures that advance health equity.
- Assists administration in the development of clinical nursing policies and procedures.

While these are the primary focus of the position, we believe strongly in teamwork and employees will be called upon to perform a variety of duties as part of their role with the County.

Position Requirements

Knowledge, Skills and Abilities

- Knowledge and application of the social work principles and techniques of interviewing and recording.
- Knowledge of case management objectives, principles and methods.
- Knowledge of applicable state and federal laws, regulations, programs and services.
- Knowledge of family systems and dynamics.
- Ability to effectively apply casework knowledge and skills.
- Ability to organize and prioritize work.
- Ability to create and maintain accurate records.
- Ability to work constructively in the development and coordination of community resources to meet special needs.
- Ability and skill in utilization of computers and various software.
- Excellent communication skills, both oral and written.

Education

Bachelor's Degree in social work, psychology, sociology or closely related field.

Licenses/Certifications

Driver's License

Physical and Mental Requirements

Positions in this job typically require: sitting, standing, walking, feeling, manual dexterity, grasping, talking, hearing, typing, and seeing. There is exposure to computer keyboards and video screens. This position is generally light-duty and may require the exertion up to 20 pounds of force on occasion and the ability to lift, carry, push, pull and move objects. This position is exposed to frequent moderate detail and deadlines.

The physical demands described here are representative to those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations can be made to enable individuals with disabilities to perform the essential functions.

Working Conditions

Most work is performed indoors in an office or meeting room setting. Motor vehicle travel is required. There is potential exposure to infectious diseases and blood-borne pathogens. Exposure to environmental and health issues may occur.

The work environment characteristics described here are representative to those an employee encounters while performing essential functions of this job. Reasonable accommodations can be made to enable individuals with disabilities to perform the essential functions.

Competencies Common to All County Positions

- Develop, maintain a thorough working knowledge of, and comply with all departmental and applicable County policies and procedures
- Demonstration by personal example the spirit of service, excellence, and integrity expected from all staff.

- Develop respectful and cooperative working relationships with co-workers, including willing assistance to newer staff so job responsibilities can be performed with confidence as quickly as possible.
- Confer regularly with and keep immediate supervisor informed of all important matters which pertain to the applicable job functions and responsibilities.
- Represent Fillmore County in a professional manner to the public, outside contacts and constituencies.