

CJE SeniorLife Job Description

Job Title: Social Worker II/Therapist
Department: Counseling Services
Reports To: Manager of Counseling Services
FLSA Status: Exempt
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Effective Date: February 02, 2022

Summary

Provides individual, family and group psychotherapy to older adults in community-based setting. If needed, may also provide care management to assist older adults in maintaining greatest level of independence safely possible through accessing an array of support services. Service is provided in accordance with the Agency mission and core values through prescribed procedures and established quality professional care standards.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Provides individual, family and group psychotherapy. May also facilitate support groups based on professional interest and opportunity.
- Conducts an initial comprehensive assessment of the client's emotional, physical, functional, and environmental systems in order to develop a plan of care.
- Develops, implements and reviews a diagnostically based treatment plans that incorporates measurable goals, objectives and outcomes.
- Diagnose clients using ICD 10 and DSM 5.
- Completes documentation in a timely manner in electronic health record system according to Medicare and other insurance payer standards.
- Reviews care plans and treatment goals regularly to determine appropriate interventions.
- Maintains documentation according to agency standards and policy including initial assessment, clinical case notes, six month reassessment and discharge summary.
- When necessary, performs care management tasks and monitors the services and care received by the older adult, including physical and mental health needs.
- Effectively links clients with CJE and other community resources and assists clients in the utilization of available resources.
- Advocates for the client system as needed, finding necessary resources.
- Coordinates services with other involved care providers such as health care practitioners, psychiatry, housing staff, homemaker services, care management) as needed in a team approach.
- Is knowledgeable about various funding sources/programs available for accessing CJE services and the requirements and paperwork related to those programs.
- Demonstrates self-awareness in relation to the work and manages countertransference reactions appropriately.
- Applies critical thinking and consistent problem-solving methods
- Applies cultural competency in assessment and ongoing client work, especially in work with older adults who are Jewish, but also with those of other cultural backgrounds.
- Manages risk of harm and protective service issues (elder abuse, self-neglect, risk of homelessness, chronic mental illness, suicidal and homicidal ideation), monitoring and assessing risk of harm situations and acting to reduce risk when necessary.
- When necessary will complete Petition for Involuntary Admission of clients who are

- at risk of harm and in need of psychiatric hospitalization.
- Understands the importance of program revenue and supports CJE Billing Department staff efforts for the collection of fees and co-payments of those who are able to pay.
 - Meets individual and program benchmarks as well as clinical and caseload expectations.
 - Identifies and utilizes opportunities for marketing the agency to grow the practice business.
 - Participates in weekly supervision /consultation in order to enhance the quality of practice.
 - Exhibits willingness and openness to enhance professional self and skills and to set reasonable and achievable professional development goals.
 - Attends educational programs to enhance professional knowledge and skills as well as maintaining licensure requirements.
 - Keep information up to date on CAQH credentialing registry as well as with other payers including Medicare, BCBS, Optum and other insurance companies as requested.
 - When appropriate may participate in program planning and development through involvement in Agency task teams.
 - May provide field instruction for clinical social work students with support of designated agency field liaison.

Corporate Compliance

Complies with safety policies and procedures; Adheres to laws regarding the protection, use, disclosure, and release of client and CJE business information; Attends required in services; Reports violations of law, regulations, policies, or procedures; Reports client abuse or neglect; Records documentation timely, accurately, and completely.

This position must comply with all rules under the Illinois Mental Health and Developmental Disabilities Confidentiality Act as well as the IDHS FOID Mental Health Reporting System.

This position has responsibility for HIPAA compliance.

Exposure to blood borne pathogens is not likely to occur in this position.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

(Minimum education and experience qualifications)

- Master's Degree in Social Work from an accredited college or university, with a minimum of two years postgraduate experience in Social Work
- Knowledge and expertise in aging, mental health and human behavior
- Skilled clinician with psychotherapy experience
- Ability to travel to and from client/family/caregiver/community appointments as needed.
- Willingness to work occasional evening hours preferred.

Language Skills

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedures. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Certificates, Licenses, Registrations

- Must be a current State of Illinois Licensed Clinical Social Worker

Other Qualifications

- Illinois Driver's license and up-to-date auto insurance and car available for work.
- Ability to provide telehealth as well as to visit clients in their homes and at CJE SeniorLife's West Roger's Park and Deerfield offices.
- Familiarity and skill in using MS Office, including Word is required

Customer Service

Displays behavior that creates a customer service culture at CJE by understanding the needs of our clients and customers and demonstrating a strong bias toward service, quality and customer satisfaction.

CJE Values

All staff should demonstrate the CJE Values in their behaviors and work practices.

Respect—We recognize, honor and acknowledge the inherent value of each person for their wisdom, their culture, their background and their unique history.

Advocacy—We encourage public policy which will benefit our clients by educating ourselves and the community. Furthermore, we give voice to our clients' needs and facilitate a positive action on their behalf.

Compassion—We treat everyone with caring, sensitivity, understanding, and supportive responsiveness.

Innovation—We continue to advance our knowledge and strive to develop, evaluate and implement new and advanced programming and models of care to bring benefits to our clients, community and broader older adult/health care environment.

Intention—We approach our work and each task with mindful consideration as to what we are doing and why we are doing it, as individuals and as an agency.

Accountability—We are responsible individually and as an Agency for honest, accurate work and interaction with others. We plan strategically and provide measurable quality care with clear fiscal and ethical responsibility.