

Jurisdictional Class: Competitive  
Adopted: January 1, 2015  
Revised: July 15, 2019

**SOCIAL WORKER II**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves independent responsibility for the performance of psychotherapy in helping clients with social, emotional, and related behavioral health needs. The work is performed with a high degree of clinical independence and judgment along with routine clinical supervision in the conduct of assessment, diagnosis, and treatment. Consultation and education activities may be provided to the staff members of the mental health clinic and personnel of other agencies. The Social Worker II functions under general direction from senior staff, with considerable leeway allowed for the exercise of independent judgment in the performance of clinical duties. Employees in this class are expected to collaborate and cooperate as needed with professionals of various agencies in order to affect better client care. Supervision may be exercised over interns. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

With priority given to Medicare clients, performs the intake and screening of new clients, evaluating, and diagnosing which includes assessing strengths, needs, abilities, and preferences.;

Develops, in conjunction with the client, strength based treatment plans;

Using accepted practices, provides individual, group, and family therapy utilizing these modalities appropriately, and being mindful of length of stay;

Aids in responding to psychiatric emergencies;

Refers clients, as needed, to other services and participates in the transfer to other levels of care as appropriate;

Coordinates various activity and treatment programs with other agencies;

Compiles comprehensive clinical evaluations for courts, members of the criminal justice system, and other agencies when needed;

Maintains up-to-date information on community and health resources which can be utilized during the client's care and subsequent to his/her discharge;

Attends and participates in staff meetings and other agency committees;

Provides consultation and education activities to the staff members of the mental health clinic and personnel of other agencies;

Maintains accurate, timely documentation over the course of the client's episode of care according to regulatory and reimbursement requirements;

Maintains the electronic chart by utilizing computer skills to enter assessment treatment planning and case notes, and prepares notifications and correspondence;

Meets productivity standards as determined by the department head;

Supervises interns.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Thorough knowledge of the practices and procedures of strength based psychotherapy;

Good knowledge of community resources and how to use them effectively;

Ability to work well with others;

Ability to organize work effectively and efficiently;

Ability to interpret federal, state and local laws affecting clinical practice;

Ability to demonstrate sound judgment and to practice within ethical parameters;

Exhibits computer proficiency in the maintenance of the electronic chart (typing, keyboard skills, & e-mail ability).

## Social Worker II

**MINIMUM QUALIFICATIONS:** Possession of a Licensed Clinical Social Worker (LCSW) licensure, and current registration, issued by the New York State Education Department.

The minimum qualifications for receipt of your LCSW are mandated under Article 154 of New York State Education Law.