



LCSW Psychosocial/SW Manager

Reports to: Director of Clinical Services
Classification: Exempt
Status: Full-time

Job Summary:

The Psychosocial Team Manager has the primary responsibility and authority to oversee the holistic psychosocial care of patients and families. Will empower and guide staff working in spiritual, social work and bereavement disciplines in managing workloads and scheduling, sound clinical judgement, timely and adequate documentation, adherence to agency policies/procedures, and employees meeting or exceeding productivity expectations.

Will maintain a reasonable caseload of social work and/or bereavement clients.

Essential Functions:

1. Ensures quality of psychosocial, spiritual, and bereavement care provided by psychosocial staff.
2. Creates a positive working climate that provides growth and job satisfaction of personnel.
3. Supervises and evaluates the performances of the Psychosocial Team.
4. Offer individual and family counseling, focusing on grief, loss, and end-of-life issues.
5. Assess hospice patient to identify psychosocial, financial, environmental and community needs as evidenced by POC documentation, clinical records, team meeting minutes and community resource referrals.
6. Assist patient and family in ascertaining third party and financial resources and planning for financial coverage of services.
7. Collaborate with other agencies, providers, and volunteers to meet the patient and families' psychosocial needs.
8. Ensures timely completion of the psychosocial and bereavement portion of the plan of care for assigned patients.
9. Work with Bereavement Coordinator to offer bereavement groups.
10. Coordinate and oversee community bereavement programs.
11. Ensure that patient records are accurate and complete and maintained in accordance with agency policies and appropriate government regulations.
12. Participate in weekly interdisciplinary team meetings.
13. Perform patient referrals and intake assessments.
14. Other duties as assigned.
15. Attends mandatory meetings

Required Knowledge, Skills, and Abilities:

1. Willingness to develop skills in specialized areas of end-of-life care, knowledge of Hospice Philosophy and Medicare/Medicaid procedures and regulations.
 2. Ability to function within a team concept.
 3. Ability to communicate effectively orally and in writing.
 4. Ability to guide and assist volunteers in fulfilling their responsibilities as team members.
 5. Must have dependable transportation and a valid Wyoming driver's license.
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6. Responsible for maintaining required continuing education hours and/or work experience necessary for Wyoming Social Work certification or licensure.
 7. Will become BLS certified and maintain certification.
 8. Vaccinated for COVID-19

Education and Experience:

1. **Licensed Clinical Social Worker in the State of Wyoming.**
2. Prefer one to two years Medical Social Work experience.

Reviewed	Revised
	KBrown 1/9/23