

<b>Job Title:</b>	Social Worker	<b>Date:</b>	Sep 2017
<b>Supervisor's Title:</b>	Program Manager	<b>FLSA:</b>	Non-Exempt
<b>Clearance:</b>	Facility	<b>SCA:</b>	Yes
<b>Contract:</b>	Goodfellow AFB Social Worker	<b>Location:</b>	Goodfellow AFB, TX

## RESPONSIBILITIES

Responsible for and apply social work procedures and techniques in the evaluation and treatment of psychological/psychiatric disorders (80%) while working out of a 17 TRG-provided, credentialed facility (Bldg. 517 or similar building), and additionally interact with military students and staff away from primary facility (Bld. 517 or similar facility). Activities include, but are not limited to, the following:

- Short-term individual and possibly group psychotherapy/psychoeducation to 17 TRG permanent party and student populations (civilian and military).
- Acute crisis intervention for students and staff within the 17 TRG, to include appropriate hand-off and referral to additional agencies as needed (i.e., mental health flight, PCM, CC/CCF, off-base hospital).
- Complete required 17 MDG and USAF-required trainings to maintain credentials and meet unit or Air Force-level requirements.
- Complete initial orientation coordinated with 17 MDG and Mental Health staff to ensure knowledge and compliance with specific military mental health, fitness for duty, and ethical requirements. Training will also include AHLTA, CHCS, and HAIMS training to ensure knowledge and ability to utilize required electronic medical records system and supporting software.
- Consult to medical personnel, legal authorities, military commanders as required.
- Maintain accurate and current notes in both the Mental Health records and patient electronic medical records (AHLTA or future replacement software) of all patients seen, as appropriate, and produce reports of evaluation and/or treatment as required.
- Provide unit-level outreach and prevention on mental health, resiliency, life skills, or other topics to students and permanent party (military and civilians) within training squadron school houses, approximately once a week or more often as requested by 17 TRG leadership, to the four 17 TRG training squadrons; specific locations and times to be determined, based upon training building hours of operation and squadron time deconfliction. This may include, but is not limited to, briefings, walk-about, and psychoeducational classes.
- Brief students and permanent party (civilian and military) during monthly Training

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Development Days, approximately once a month or more often as requested by 17 TRG leadership, to the four 17 TRG training squadrons; specific locations and times to be determined based upon squadron Training Development Day schedule deconfliction.

- Brief 312 TRS, 315 TRS, and 316 TRS assigned students and permanent party (civilian and military) at end-of-day formations, approximately once a week or more often as requested by 17 TRG leadership; specific locations and times to be determined based upon end-of-day squadron formation schedule deconfliction.
- May participate in installation Integrated Delivery Service meetings to partner with other installation helping agencies.
- Compile utilization reports and present outcome data or other requested reports/graphs pertaining to, but not limited to, services provided and trends found. Will ensure that the information provided adheres to limits of disclosure and confidentiality for patient information.
- Refer all specialty mental health evaluations to the Mental Health Clinic, to include but not limited to, Commander-Directed Evaluations, Special Duty Evaluations, Sanity Boards, Medical Evaluation Board processing, and any patients requiring long-term mental health care.

### **QUALIFICATIONS**

- Master of Social Work (MSW) degree from a school of social work fully accredited by the Council on Social Work Education (CSWE).
- Maintain a current, unrestricted clinical license to practice social work in any one of the 50 states, the District of Columbia, Puerto Rico, or the U.S. Virgin Islands. A clinical social work license is defined as a license that allows the Social Worker to practice independently without clinical supervision.
- Minimum of two (2) years within the past five (5) years in the independent practice of clinical social work in a mental health setting working with an adult population.

### **ABILITIES**

- Independently conduct psychosocial assessments and provide psychosocial treatment to a wide variety of individuals from various socio-economic, cultural, ethnic, educational, and other diversified backgrounds.
- Independently provide counseling and/or psychotherapy services to individuals, groups and families.
- Independently provide consultation services to other staff about the psychosocial needs of patients and the impact of psychosocial problems on health care and compliance with treatment.
- Independently evaluate own practice through participation in a professional peer review case conferences or other organized means coordinated through the 17 MDG.

- Use computer software applications for drafting documents, data management, and tracking, especially those programs in use by DoD.
- Use of medical and mental health diagnoses, disabilities and treatment procedures. This includes acute, chronic and traumatic illness/injures common medications and their effects/side effects and medical terminology.
- Implement treatment modalities in working with individuals, families and groups who are experiencing a variety of psychiatric, medical and social problems to achieve treatment goals.
- Demonstrate a working knowledge of professional standards and ethics regarding the delivery of clinical social work services.
- Able to maintain a professional demeanor and interface with high level medical providers, clients and Altos management and employees.
- Superb customer service skills
- Detail-oriented and organized
- Reliable, dependable, and trustworthy, as well as able to maintain confidential information
- Able to work designated schedule, as well as maintain attendance and punctuality

***EEO Employer/Protected Veteran/Disabled***