Job Description

Job Title: PARTIAL HOSPITALIZATION WORKER
Department: Channels
Reports To: Partial Hospitalization Program Director
FLSA Status: Non-Exempt (Bargaining Unit)
Minimum: $20,526

SUMMARY

Under the direct supervision of the Partial Hospitalization Program Director, views the client in a perspective that allows him/her to create a therapeutic milieu that focuses on the client’s needs and builds on the positive attributes of each client. The goal of this worker is to assess the client's abilities and to develop and implement strength-oriented therapy groups. The Partial Hospitalization Worker performs cooperatively with the Psychiatrist, CSS Specialist, Therapist, and the client in developing effective ISP's and quarterly reviews of the client's progress toward his/her stated goals.

CORE COMPETENCIES

- Ability to recognize symptoms of mental illness and demonstrate knowledge of behavior, symptoms and medications associated with those mental illnesses
- Develops goals and objectives with client as stated in the ISP and in accordance with established PHP procedures
- Completes all daily and weekly documentation in reference to the client’s progress toward goals and objectives as outlined in the client ISP and in accordance with established agency procedures
- Provides intensive, structured goal-oriented, distinct and identifiable treatment service that utilized mental health needs of the client as identified in his/her service plan
- Prepares and provides psycho-education interventions, including individualized instruction and training of persons served
- Communicates treatment needs and progress to all appropriate documentation and supervision
- Performs crisis interventions and resolutions using the least restrictive intervention
- Demonstrates the ability to organize, work effectively and prioritize responses to the changing needs of persons served
- Good communication skills both verbal and written
- Respectful of client’s rights and confidentiality and values professional ethics
- Ability to work effectively with diversity both with clients and co-workers, including interdisciplinary teams
- Establishes a record of regular attendance at team meetings, supervisory appointments and training sessions

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Teaches ADL skills to include personal care and hygiene, shopping, money management, household management, parenting skills and provides travel training as warranted.
- Facilitates groups that are psycho-educational and/or rehabilitative in focus.
• Develops a curriculum and training schedules that reflects the client's goals.
• Teaches problem solving skills.
• Teaches social skills for community living.
• Participates in program development.
• Participates in program implementation.
• Compiles periodic reports and maintains all necessary records.
• Provides community-based experiences that are consistent with group discussions.
• Participates in proposal writing, surveys gathering information and organizing data.
• Represents the department and participates in workshops and conferences.
• May be called upon to implement groups in varied categories as needed.
• Engages in activities that promote the agency's mission and achieves program goals and objectives.

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: Bachelor's Degree in human service or other related field, with some background in mental health technology. LSW preferred. Strong communication and writing skills. Valid Ohio driver's license and current automobile insurance which meets state minimum requirements. Must be willing to work a flexible schedule, including some evening and Saturdays.

Must have knowledge of social work ethics and appropriate applications in the human services organizations. Comprehensive knowledge of mental health principles, procedures and goals of community support services, community rehabilitation and the role of the outpatient program within this system. Must be resourceful with excellent knowledge of community supports and resources; vocational, social, educational, recreational, health and human services.

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 procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

I have received and understand my job description:

Employee Name ___________________________________________  Date ____________

Director/Manager/Supervisor ________________________________  Date ____________