

Health Care Job Function

HLT Social Worker IV

Grade: 58

Job Code: W1158P

Job Family: Behavioral Health Services

Job Family Matrix: [Behavioral Health Services Matrix](#)

Summary

Provide comprehensive beginning-to-end management and coordination of counseling and emotional assistance to patients and families. Lead development of treatment plans based on psychosocial assessment.

Typical Core Duties

- Conduct, monitor, and troubleshoot psychosocial assessments in order to develop a comprehensive out-patient care plan that guides work with the patient
- Provide supportive counseling to high risk patients and families to enhance coping skills and resolve concerns
- Evaluate, diagnose, treat, consult, collaborate, and refer patients for appropriate care
- Develop specialized reports to track student transfers to hospitals for ER evaluation and inpatient psychiatric admissions
- Collaborate with senior management and health professionals to implement safe, effective and timely patient care
- Provide consultation and follow-up regarding treatment contracts, complicated leave-of-absences, and students of concern
- Design and facilitate trainings on working with clients, safety planning, suicide assessment and other topics
- Ensure compliance with University policies and procedures and applicable legal rules and regulations

Basic Qualifications

- Master's degree or equivalent work experience required
- Minimum of 7 years' relevant work experience

Additional Qualifications and Skills

- Knowledge of Microsoft Office Suite, intermediate Excel skills
- Excellent organizational, analytical, problem solving and interpersonal skills

Certificates and Licenses

- Licensed Independent Clinical Social Worker with current Massachusetts license

Physical Requirements

Working Conditions

- Travel may be required
- May be required to work nights and weekends