

Human Resources  
750 S. Wolcott  
Room: G-50  
Chicago, IL 60612



Job Code: 1523  
Grade: 16  
FLSA: Exempt

**Standard Job Description**

**Job Title**  
Medical Social Worker II

**Department**  
Ruth M. Rothstein CORE Center

**Job Summary**

Provides Behavioral Health Counseling Services to HIV impacted individuals, couples and families. Behavioral Health Counseling Services include mental health and substance abuse treatment, consultation, assessment, individual developmental testing, couples psychotherapy, support and therapy group facilitation, and educational and training programming.

**Typical Duties**

- Provides psychotherapy and chemical dependency counseling
- Initiates and facilitates support/therapy/play groups
- Provides consultation services
- Use of pediatric developmental tools
- Works with multidisciplinary tools
- Conducts initial chemical dependency assessments and mental health psychosocial screenings and referrals in CORE clinics
- Works in conjunction with Behavioral Health Counseling team to provide inclusive mental health team & chemical dependency services
- Enhances professional development and maintains an area of specialization in Behavioral Health Services
- Participates in mental health and substance abuse training and education
- Participates in behavioral health continuous quality improvement efforts
- Provides inpatient consultation/follow up to outpatient caseload
- Enhances behavioral health and CORE-wide research
- Adheres to CORE Center and behavioral health specific policies & procedures
- Provides excellent customer services
- Performs other duties as assigned

**Reporting Relationships**

Reports to Associate Administrator Nursing Services

**Minimum Qualifications**

- Master's degree in Social Work or related mental health field
- Licensed in the State of Illinois as a Social Worker Professional or Counselor
- Certified Alcohol and Other Drug Abuse Counselor (CADC) or Mental Illness Substance Abuse (MISA) Certification
- Two (2) years of clinical experience working with patients with co-occurring disorders (mental illness, substance use, Infectious Disease) particularly HIV impacted clients, culturally diverse populations, children and/or adolescents in a primary care medical setting

**Preferred Qualifications**

- Bilingual English/Spanish

**Knowledge, Skills, Abilities and Other Characteristics**

- Knowledge of HIV/AIDS and family issues, commitment to confidentiality, ethics and a culturally sensitive approach to counseling
- Experience and knowledge of DASA requirements and documentation
- Experience working in primary care medical settings using evidence based models of treatment
- Clinical interviewing experience and diagnostic (DSM-IV and DSM-5) assessment skills
- Excellent verbal and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Problem solving and conflict resolution skills
- Ability to function autonomously as a behavioral health clinician and as a team member on a multidisciplinary team

**Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

**The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.**

**For purposes of the American with Disabilities Act, "Typical Duties" are essential job functions.**

Approval: \_\_\_\_\_  
Kathleen Braswell  
Associate Administrator Nursing Services

\_\_\_\_\_ 10/13/16  
Date

Approval: \_\_\_\_\_  
Gladys Lopez  
Chief of Human Resources

\_\_\_\_\_ Date