



Job Description – Staff

Job Title: Population Health Social Worker	Exempt <input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/>
Reports To: Regional Director – Clinical Operations (Population Health – Care Management)	Supervisory Responsibility: No
Group: KentuckyOne Health Partners	Approval Date: 1-15-16
	Date Last Revised: 1-15-16
I. Job Summary / Job Purpose	
<p>The Social Worker assists children, adults, and families with their ability to function in everyday society. This position collaborates with physicians, staff and other health care professionals to provide coordination, implementation, monitoring, education and evaluation of services across the health care continuum for all patients within the region.</p>	
II. Essential Functions	
MAJOR DUTIES & RESPONSIBILITIES	
<ol style="list-style-type: none"> 1. Working with members to create a plan for health behavior change by: <ol style="list-style-type: none"> a. Assessing and working on the patient’s readiness to change, the importance of change, and confidence in ability to change. b. Helping the patient to identify and overcome barriers c. Optimizes member and family independence through education. Initiates referral for access to community agencies for necessary support/resource to meet care/socio-economic needs. 2. Coordinates care management plan by analysis of options, communication with patient, family, treatment team, insurers and providers to maximize best possible outcomes. Works to foster patient engagement in their care and commitment to the patient’s plan of care. 3. Advocates to enhance both patients and families ability to cope with psycho-social effects of an illness and provides psychosocial support during the disease process. 4. Provide Financial Advocacy 5. Actively participates in Quality activities: <ol style="list-style-type: none"> a. Assessing and collaborating with clinic managers and directors for CIN practices on strategies to achieve individual clinic goals such as quality indicators, patient outcomes and cost-efficiency. 	
III. Core Expectations	
<p>At KentuckyOne Health, we expect all our employees to live the values of Reverence, Integrity, Compassion and Excellence at work by:</p> <ul style="list-style-type: none"> • Honoring and caring for the dignity of all persons in mind, body, and spirit • Ensuring the highest quality of care for those we serve • Working together as a team to achieve our goals • Improving continuously by listening, and asking for and responding to feedback • Seeking new and better ways to meet the needs of those we serve • Using our resources wisely • Understanding how each of our roles contributes to the success of KentuckyOne Health. 	
IV. Core Job Competencies	
1. Accountability:	



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Focuses on results and desired outcomes setting a climate of achievement. Holds others accountable for goal attainment.

- a. Ensures accountability by providing timely feedback about team and individual progress on projects/goals.
- b. Ensures others deliver on commitments.
- c. Follows through on commitments.

2. Adaptability/Flexibility:

- a. Understands and appreciates different and opposing perspectives on an issue.
- b. Adapts one's approach as situations changes within one's own job or the organization at large.

3. Initiative:

- a. Addresses issues proactively
- b. Engages in problem-solving.
- c. Generates new ideas and solutions.
- d. Seeks out new responsibilities.
- e. Acts on opportunities for self-development.

4. Integrity & Values:

- a. Is open and honest in all interactions.
- b. Acts with moral wholeness, soundness, and truthfulness.

5. Quality:

- a. Is attentive to detail and accuracy.
- b. Is committed to error prevention.
- c. Monitors, owns and acts on quality work.
- d. Looks for and participates in opportunities for process improvements.

6. Safety:

- a. Learns and practices safety as a personal priority in your work.
- b. Addresses potential safety concerns.
- c. Willing to address unsafe behaviors in others.

7. Service Excellence:

- a. Builds confidence and is committed to increasing satisfaction.
- b. Sets achievable expectations and assumes responsibility for solving problems.
- c. Ensures commitments are met.
- d. Solicits opinions and ideas and responds to patients, coworkers, physicians, and other stakeholders.
- e. Maintains pleasant and professional image.

8. Teamwork:

- a. Collaborates with others to achieve common goals.
- b. Listens, works to resolve conflicts, supports and upholds team decisions.
- c. Builds constructive relationships by appreciating and respecting the diversity of others.
- d. Promotes an overall positive team atmosphere.

Education / Accreditation / Licensure (required & preferred):



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Required:

- Current unrestricted Kentucky license as a Social Worker
- Must complete the Health Coaching Program within 6 months of employment

Preferred:

- Masters of Social Work; Psycho-Social Masters
- Certification in case management, public health and/or community health.

Experience (required and preferred):

Required:

- Three years of clinical, community, public health, case management, or health coaching experience.
- Must have strong organizational and time management skills, strong interpersonal skills and the ability to handle multiple priorities
- Knowledge of and practical use of English, spelling, arithmetic, and the ability to communicate effectively using written and verbal skills. Proficient in communicating through the use of different modes of electronic devices, software and internet usage along with basic use of Microsoft Office Suite.
- Ability to work autonomously within matrix environment without direct supervision or support.

Preferred:

- CIN/ACO or Health Insurance experience
- Familiarity with the health industry including providers and vendors in the region
- Familiar with "Kentucky Statue 209A.030 Administrative regulation. Reports of abuse or neglect-Cabinet actions-Penalty for failure to report abuse or neglect and Kentucky One Health policy "Guidelines and Model Policy for Responding to Government Investigations", PolicyStat ID: 384936
- Community or Ambulatory Care, home care, public health and/or social service experience preferred.

V. Work Environment/Job Activities



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TRAVEL

Local

High-over 60%

Moderate-31-60%

Light-0-30%

N/A

National

High-over 60%

Moderate-31-60%

Light-0-30%

N/A

DEGREE OF FREQUENCY

PHYSICAL ACTIVITIES/EQUIPMENT USAGE

(Please note the percentage of time the activity or equipment is used as part of the job.)

	HIGH Over 60%	MODERATE 31-60%	LIGHT 0-30%	NONE 0%
Activities				
Sitting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bending	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Driving	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dexterity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vision	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hearing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lifting (20 lbs.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Repetitive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Motions				
Equipment				
Computer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FAX	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Scanner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copier	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other physical activity or equipment usage if moderate or high (please explain):

VI. Disclaimers

- This job description reflects KYOne Health Partner's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.
- Critical features of this job are listed above. They may be subject to change at any time due to reasonable accommodation or other reasons.

VII. Acknowledgement

I have read and received a copy of this job description.

Employee's Signature/Date _____