

## **PUBLIC HEALTH SOCIAL WORKER I**

**DISTINGUISHING FEATURES OF THE CLASS:** This is professional social work involving responsibility for determining needs and providing clinical services to clients. Treatment is performed through instruction and careful review during learning sequences. A portion of the work is performed in clinics and may involve visiting clients' homes, clinics, and other locations out of the office. The work is performed under the direction of a higher-level health professional and in accordance with established policies and procedures. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Develops case histories of patients;  
Interviews and observes patients, their families and other environmental factors;  
Participates in staff conferences on patients;  
Meets with community agencies to coordinate patient services;  
Performs treatment appropriate to training;  
Maintains case records;  
Participates in public health social work projects;  
Collaborates with doctors, nurses, nurse practitioners and related health professional, as needed;  
May determine financial eligibility of applicants for medical rehabilitation.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles, methods, procedures, and practices of social casework; good knowledge of the concepts of public health and community facilities and agencies as related to social work; ability to conduct interviews, analyze data and summarize material for case records; ability to communicate effectively, both orally and in writing; ability to establish and maintain cooperative working relationships with others.

**MINIMUM QUALIFICATIONS:** A Master's degree in Social Work and possession of a valid license and current registration as a Licensed Master Social Worker (LMSW) or Licensed Clinical Social Worker (LCSW) issued by the New York State Department of Education and one (1) year of postgraduate social work experience in a health care setting.

### **SPECIAL REQUIREMENTS:**

1. Must maintain license and registration as a LMSW or LCSW issued by the New York State Department of Education throughout the course of employment in this title.
2. Possession of a valid motor vehicle license or accessibility to transportation to meet field work requirements in an efficient and timely manner.

R.C.D.P. (12.10.2009) 01.03.2023  
Competitive

07.26.2024 New York State Civil Service approved Non-competitive title in the NY HELPS Program.