



**North Eastman Health Association Inc.
Job Description**

**Social Worker I
Cancer Care Program**

POSITION SUMMARY:

Provides basic consultation, clinical assessment, treatment and counseling services for patients and families in the Cancer Care program. Participates in research and educational programs in the department as required. Participates as a member of an interdisciplinary team providing holistic care to the patients accessing the service.

Reports To: Care Team Manager
Union: MGEU – Technical/ Professional
Location: Pinawa Hospital – Cancer Care Program

QUALIFICATIONS:

Education and Experience

- Bachelor in Social Work.
- Three years related experience.
- Current registration on eligibility for registration with Manitoba Institute for Registered Social Workers.

Knowledge, Skills and Abilities

- Must have demonstrated competence in clinical skills, including psychosocial assessments, counseling intervention and ability to work within an interdisciplinary team approach.
- Must have the ability to communicate effectively both verbally and in writing with professional and non-professional staff, patients and their families.
- Knowledge in the application of computer based programs.
- Must have excellent organizational and professional skills.
- Must be committed to continuing professional development.

POSITION DUTIES AND RESPONSIBILITIES:

1. Direct Service to Patients and Families:

- Assist with the identification of patients requiring psychosocial services through individual discussions or participation in case conferences.
- Meet with patient, family and others as required to assess psychosocial needs.

- Develop, in conjunction with patient, families and others as required, a plan of care to address needs.
- Provides counseling and information to patient and family and refers to other resources consistent with the plan.
- Maintains appropriate verbal and written documentation of services provided and regularly collaborates and communicates with other health care providers.
- Provides consultation to other health care providers on the psycho-social, environmental and cultural factors affecting oncology care.
- Advocates on behalf of the patient/ family for access to programs and services both within and outside the organization.
- Maintains a knowledge and awareness of current available resources for cancer patients and their families.
- Assist and support the patient/ family indirectly through discussion/ consultation with the primary care providers.

2. Actively participates in the planning, executions and delivery of educational programs.

- Identifies educational opportunities for the oncology program.
- Acts as a clinical resource consultant to staff regarding psycho-social issues and participates with the interdisciplinary team in care planning.
- Independently plans and delivers education programs to patients, the public and other health care providers.
- Actively participates in the identification of unmet needs and gaps in services to cancer patients and their families.

3. Participates in departmental and CCMB programs.

- Regularly attends departmental meetings, participates in departmental programs and on committees.
- Participates in CCMB programs, committees and educational opportunities.
- Actively ensures quality programs and standards.

4. Maintains current knowledge in areas of clinical interest and expertise.

- Assumes responsibility for their own ongoing education and participates in professional activities that will enhance and develop their own personal and professional growth.
- Actively participates in team meetings.
- Performs other related functions within the scope of accepted social work practice.

5. Workplace Safety & Health

- Provides a safe environment by ensuring the adherence to Workplace Safety and Health Regulations and Policies and Infection Control Guidelines. Obeys all safety and health rules and follows recommended Safe Work Procedures. Informs supervisor of any unsafe acts, work conditions, incidents, near misses, injuries or illnesses immediately.

- Demonstrates a working knowledge of Workplace Hazardous Materials Information Systems (WHMIS) and adheres to procedures for handling and storing controlled substances as described in the Material Safety Data Sheets (MSDS). Uses personal protective equipment as required.
- Demonstrates understanding of role and responsibilities in fire prevention and disaster preparedness and participates in safety and health training programs including the health facility's Fire, Disaster and Evacuation Plan.

Original Dated: _____
Date

Approved by: _____ Date Revised _____
Director/ Manager

Approved by: _____ Date Revised _____
Vice President/ CEO

Approved by: _____ Date Revised _____
Director, Human Resources

NOTE: Original Signed and Dated August 26, 2008