**Social Work Fellow Standard Job Description**

**Classification Title:** Social Work Fellow

**FLSA Exemption Status:**Exempt

**Pay Grade:** 10

**Job Description Summary:**

The Social Work fellow, under general supervision, provides social work services for Department of Psychiatry.

**Essential Duties and Responsibilities:**

**30% Behavioral Health Evaluations and Treatment**

* Provides detailed Behavioral Health evaluations incorporating a psychosocial history including risk assessment and recommendation for treatment under supervision.
* Delivers evidence-based psychotherapy to patients using assessment tools to track patient progress and tailored intervention under supervision.

**20% Interdisciplinary Collaboration**

* Participates as a member of an inter- and intra-disciplinary team including problem solving, program planning, clinical care planning, and quality improvement.
* Provides specialty consultation to other health care staff.
* Assumes responsibility for difficult and complex patients based on experience or area of expertise.

**10% Documentation and Program Evaluation**

* Documents services and activities per department standards.
* Assists with program evaluation activities to track and analyze utilization and effectiveness of services.

**10% Professional Development and Education**

* Participates in continuing education through interdisciplinary didactic and rounding activities.
* Conducts scholarly presentations to clinic staff and participates in educational activities for staff, students, and trainees of other disciplines.

**5% Supervision and Support**

* Participates in group and individual supervision with clinical supervisor discussing current patient care and reviewing clinical skill exercises.
* Ensures continued professional development.

**5% System Development and Implementation**

* Assists with developing and modifying patient triage, intake, and referral systems within the clinic.
* Assists in implementing and training evidence-based treatment.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications:**

**Required Education:**

* Master’s Degree in Social Work from a program accredited by the Council on Social Work Education, or equivalent level of education and experience that qualifies the applicant to hold a Licensed Master Social Work (LMSW) License in Texas.

**Required Experience:**

* None

**Required Licenses and Certifications:**

* Licensed Master Social Worker (LMSW) License in Texas.

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.

**Additional Information:**

**Machines and Equipment:**

* Computer
* Telephone
* Scanner/Copier/Fax

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**