JOB DESCRIPTION
PALLIATIVE CARE SOCIAL WORKER

Date: April 2015

Hours of Work: Various

Responsible to: Director Clinical Services

Functional Relationships:

Internal
SLMT
All Interdisciplinary Clinical Team Members
Education & Research Unit
Hospital Palliative Care Team
ERU – Palliative Care Educator
Hospice Staff

External
Cancer Society
MidCentralHealth Staff
Support links, Enable and other community support agencies

Purpose:
To provide social work services and counselling support for hospice patients and their family's/whānau who are under the care of the Arohanui Hospice.

POSITION RESPONSIBILITIES

Social Work Service and Interventions

- Performance based on a sound understanding of the role as it relates to palliative care.
- Practices within scope of professional qualification and competencies.
- Works in close collaboration with other members of the Clinical team to undertake initial assessment and care planning for patients within our service.
- Demonstrates and articulates the hospice philosophy, code of conduct, values, standards, policies and protocols.
- Actively contributes as a member of the IDT across services including initial assessments and ongoing care for patients and family.
- Where appropriate or where the NASC is unable to provide a timely assessment a needs assessment (e.g. Inter Rai) will be undertaken and completed for those patients requiring access to residential care and/or home support packages of care within our service where appropriate.
- Discharge planning is facilitated through prompt mobilisation of appropriate support services.
- Family Meetings are planned and/or facilitated and documented in a way that meets patient and family needs.
The Palliative Care Social Worker (PCSW) may be available as a resource for community groups including non-government & statutory agencies and PHOs in respect of specialist palliative care social work information.

- Patient/family/whanau are met within a variety of settings enabling equity of service and client focused practice.
- Patient/families and whanau’s needs are prioritised and managed with the use of excellent time and case load management skills.
- Locum cover may be required for other PCSWs to cover leave (in consultation with the Director Clinical Services).

Counselling, and Grief, Loss, and Bereavement Support

- Responds to referrals in a timely manner.
- Intervention strategies are relevant to the needs of patients and their families/whanau with referrals to other agencies as appropriate.
- Offers counselling based on sound theoretical knowledge of grief process, along with wider counselling methods.
- Contributes to the bereavement support of patients appropriately and according to Arohanui Hospice Bereavement Support Policy and Procedure.

Contributes to quality improvement and service delivery and development for Arohanui Hospice

- Participates in audits and policy review as required.
- Contributes to meetings with feedback on service delivery and quality improvement issues.
- Participates in Arohanui Hospice wide issues requiring problem resolution e.g. facilitation of debriefs.

Team Participation

- Regular interdisciplinary forums and meetings are attended as required and as appropriate.
- Contribute and support the Education and Research Unit with education/training both internal and external groups/stakeholders as appropriate.

Professional Development and Supervision

- Theoretical understanding and clinical practice is maintained and extended through on going education and involvement with relevant professional organisations.
- Regular professional supervision with a suitably qualified provider is undertaken.
- Maintain competencies related to current assessor accreditation requirements.
- Membership of the Aotearoa New Zealand Association of Social Workers is maintained and Certificate of Competency is kept current.
- Social Work Registration and Annual Practicing Certificate is maintained.
Demonstrates understanding of the Treaty of Waitangi and its principles and integrates this in practice

- Demonstrates and reflects the ability to integrate the principles of the Treaty of Waitangi in practice.
- Is aware of protocols and practices when working with Māori.
- Is able to develop partnerships with patient/whanau, Māori health providers and acknowledges individual needs.

To practice according to sound health and safety principles

- Actively contributes to a healthy environment.
- Collaborates with colleagues, patients and family/whānau to ensure a safe environment for practice and care.
- Take responsibility for the health and safety of yourself and others, in partnership with the organisation.
- Ensure all hazards are identified and reported.

PERSON SPECIFICATIONS

Essential
- Be a Registered Social Worker with a current annual practicing certificate
- Be a member of ANZASW with a current Certificate of Competency
- Have a minimum five (5) years social work experience, preferably within a health related setting
- Have undertaken, or have a commitment to do, some post graduate education in related fields such as counselling, palliative care, grief & loss
- Have undertaken, or have a commitment to do training at the DHB as an InterRai assessor.
- Have a good knowledge of the services offered by agencies such as WINZ, Supportlinks (NASC), and other statutory and non government organisations as well as the processes of access to the same
- Have a commitment to own professional development
- Demonstrate an ability to communicate clearly and effectively both verbally and in writing
- Have a strong commitment to working in an interdisciplinary team
- A readiness to work collaboratively and responsibly under the guidance/mentorship of the Social Work Team Leader
- Have excellent time management skills enabling the delivery of a social work service that has potentially high caseload and wide geographical spread
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- Demonstrate a commitment to the understanding of Hospice philosophy
- Have an understanding of the Treaty of Waitangi and openness to wider cultural diversity
- Hold a unrestricted and clean current drivers licence
- Be fully computer and technology literate with experience in patient management software and MS Office software
- Be prepared to travel within the region serviced by Arohanui Hospice

Desired
- Experience with end of life care, grief and loss, counselling and clinical case work an advantage

Signatures

Supervisors Name

Signature

Date:

Position Holders Name

Signature

Date: