



**Title:** MEDICAL SOCIAL CONSULTANT (Licensed Clinical Social Worker)  
**Department:** Family and Community Medicine  
**Location:** Chicago, IL  
**Close Date:** July 2, 2021

## Job Summary

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The Behavioral Health and Addiction Medicine Social Consultant is accountable for coordinating and facilitating patient services across the various levels of the continuum for a population of patients whose needs may include social services support or intervention, with a focus but not limited to substance use disorder, chronic pain, and mental illness. The Medical Social Consultant will assist patients and their families in navigating through the health care system based on individual and patient population needs, and may provide counseling or psychosocial assessment. They will serve as a role in promoting interdisciplinary collaboration, teamwork, and service excellence in a large, urban, diverse family medicine clinic with other health professionals and learners.

## Job Responsibilities (*Essential Duties*)

Competencies & Level	Approx. Percent of Time	Essential Duties
Communication, Cooperation, Customer Service  Intermediate	10%	Participate as an integrated component within the primary care team by being available for warm-handoff brief screening and interventions at the direction of primary care clinicians on the day of service.
Accountability, Communication, Customer Service  Intermediate	2.5%	Actively assess daily schedules of primary care clinicians to proactively plan on potential warm-handoff and brief interventions, communicate during session huddles, and co-locate with primary care clinicians and nursing staff during clinical hours.
Communication, Cooperation, Integrity  Intermediate	50%	Conduct brief screening, targeted counseling, and crisis intervention. Conduct short term counseling if needed, and bridge patients to specialty mental health services when appropriate.
Accountability, Communication, Integrity  Intermediate	5%	Co-manage behavioral health referrals and message pool for their respective location under the direction of the Director of Behavioral Science.
Communication, Cooperation, Customer Service, Integrity  Intermediate	10%	Conduct assessments to identify individual needs and psychosocial risk factors and form a specific care management plan to address objectives and goals as identified during the assessment. Promote and coordinates optimum healthcare services with cost effective solutions.
Accountability, Communication, Integrity  Intermediate	5%	Implement care plans by facilitating authorizations/referrals as appropriate within the patients benefit structure or through extra-contractual arrangements in conjunction with care team.



Communication, Cooperation, Customer Service  Intermediate	2.5%	Collaborate with the Family Medicine Behavioral Health team, clinic staff, primary care and specialty care providers including resident physicians and medical students, school staff, patients, family, insurance carrier, customers, and facilities to assess the patient's healthcare and psychosocial needs and assure appropriate safe, cost effective, timely, and efficient services.
Communication, Cooperation, Customer Service  Intermediate	2.5%	Collaborate with the primary care team to develop screening tools and work flows in the clinic to identify patients in need of specific behavioral health and social services.
Accountability, Communication, Cooperation, Customer Service, Integrity  Intermediate	2.5%	Identify service delivery problems and potential for effective care management intervention. Assist in identifying system problems and issues that impede diagnostic or treatment progression to the appropriate administrative liaison. Collaborate with the interdisciplinary team when delays occur in consults, treatments, discharge planning, or procedures to facilitate timely, cost-effective delivery of patient services.
Accountability, Communication, Cooperation, Integrity  Intermediate	2.5%	Participate in approved clinical research protocols including subject recruitment, screening, and administration of research instruments in the form of questionnaires and diagnostic interviews.
Accountability, Communication,  Intermediate	2.5%	Compose components of quality assurance and other clinical tracking activity reports. Prepare and/or submit program and treatment reports using quantitative and qualitative data.
Accountability, Communication, Cooperation, Integrity  Intermediate	2.5%	Maintain professional license in active and current status. Maintain expertise through participation in continuing education programs. Serve as experienced resource and patient services facilitation reference for care team members. Practice in accordance with applicable laws, standards, and ethical principles.
Communication, Customer Service  Intermediate	2.5%	Perform other duties and/or projects as assigned.

## Job Knowledge & Skills, Education, Experience

	<b>Minimally Required</b> Identify those items that are minimally required to perform the essential duties of the role not what the current incumbent may possess.
<b>Education</b> Formal education, licenses and/or certifications	1. Master's degree from an accredited school or university in social or behavioral science or a related health specialty area.  Based on institutional requirements for each position:  2. A. Current State of IL Licensure as a Licensed Social Worker or a Licensed Clinical Social Worker.  OR



	<p>B. Three (3) years (36 months) of progressively more responsible full-time experience in social work in a medical/clinical or social service agency setting.</p> <p>3. LCSW license required.</p> <p>Certified Addiction and Drug Counselor highly preferred</p>
<p><b>Experience</b>          Number of years of directly related work experience</p>	<ul style="list-style-type: none"> <li>• 1-3 years of experience with providing education or psychosocial interventions for individuals with chronic pain.</li> </ul>
<p><b>Knowledge</b>          Commonly known principles required for this field of work</p>	<ul style="list-style-type: none"> <li>• Certification or experience with SBIRT, Motivational Interviewing, Problem Solving Therapy, Solution-Focused Therapy, Cognitive Behavioral Therapy, Cognitive Processing Therapy, Acceptance and Commitment Therapy, Family Therapy, or other evidence-based therapies for mental health or chronic pain treatment.</li> <li>• Knowledgeable of techniques and interventions related to substance use disorders highly preferred</li> <li>• Familiar with strategies for interfacing with the legal system and working with court referred clients.</li> </ul>
<p><b>Skills</b>          Measurable learnings (e.g. Can perform at an Intermediate level of Excel and Word, Typing at 50 wpm, Advanced knowledge of research protocols, etc.)</p>	<ul style="list-style-type: none"> <li>• Skilled and experienced in screening, assessing, and providing interventions for addiction (SBIRT), including diagnostic interviews, mental status examination, symptom inventories, cognitive function, and psychoeducational and personality assessments highly preferred.</li> </ul>
<p><b>Abilities</b>          Demonstrated learnings(e.g. able to translate strategy to action, communicate at all levels of organization, work effectively in ambiguous situations, proven track record of increasing customer base)</p>	<ul style="list-style-type: none"> <li>• Background in assessing biopsychosocial and spiritual history relevant to addiction; and for symptoms of psychoactive substance toxicity, intoxication, and withdrawal highly preferred.</li> <li>• Spanish-speaking preferred or comfortable utilizing telephone interpreter services</li> </ul>

## Working Conditions

General office environment. Regular travel not expected but may occur occasionally around previously scheduled events. Requires sitting for extended periods of time, standing, visual acumen, manual dexterity and fingering for working with computer key boards.

*\* If not within general office conditions, attach detailed environment checklist.*

### Disclaimer

This job description reflects the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. Nothing restricts management's right to assign or reassign duties and responsibilities to this job at any time.



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