

# Supervisor - Social Work (Home Health), Waconia

- General Information
  - Job Title:Supervisor - Social Work (Home Health)
  - Location:
    - 500 South Maple Street
    - Waconia, MN, 55387
    - United States
  - Employee Type:Part Time Benefit Elig
  - Job Category:Leadership
  - Manage Others:Yes
- Description

## **Purpose of Job**

Represents the disciplines of social work and chaplaincy at the leadership level in Ridgeview Home Care and Hospice. Provides supervision and support to these disciplines, while also focusing on program development, strategic planning and quality improvement.

## **Job Functions**

- Provides direct supervision of the Social Workers and Chaplains in Home Care and Hospice. Supports the department director/manager through development of programs, goals and objectives consistent with those of the organization's overall strategic plan and initiatives.
- Supervises staff resources by overseeing the recruiting, selecting, hiring and orienting of qualified individuals. Evaluates staff performance in an accurate, consistent, objective and timely manner. Assists in the development of core position hiring strategies and ensures opportunities for professional development. Contributes a cohesive Social Work and Chaplain Team in the Home Health Services department that is committed to providing distributive, clinical and service quality to all customers.
- Carries out functions with an awareness of operating expenses and key indicators within the budget for Social Work in Home Care and Hospice. Supports department director/manager in quality improvement efforts and service delivery that contributes

to the overall success and financial viability of Home Health Services.

- Proactively identifies and acts upon improvement projects and opportunities through observation, data analysis, engagement with partners, review of external impact factors and best practices, as well as ongoing communication with leadership and staff.
- Strong understanding of the regulations covering home care and hospice services including CMS, State Licensure, Conditions of Participation.
- Defines and develops policy and procedure to ensure compliance with regulatory agency standards.
- Performs Home Care/Hospice social work functions in addition to the above supervisory functions listed above (see LICSW Social Work job description).
- Other duties as assigned.
- **Minimum Education/Work Experience**
  - Master's Degree in Social Work
  - 5 years current experience in healthcare
- **Knowledge/Skills/Abilities**
  - Knowledge and skills necessary to provide patient care, based on physical, psychosocial, and emotional needs, appropriate to the age of the patient(s) serviced in the assigned service area
  - Ability to meet and maintain the necessary background checks as aligned with position functions
  - Ability to communicate in the English language for effective written and verbal correspondence in order to complete job functions as mentioned above
  - Knowledge of home health regulatory environment, Federal Conditions of Participation for home care and hospice, Minnesota Home Health and Hospice Licensure, Medicare/Medicaid regulations and DNV standards
  - Knowledge in Outcome Assessment Information Set (OASIS)
  - Professional presence and effective interpersonal skills

- Demonstrated ability to supervise and coach a team
- Excellent communication and influencing skills and ability to build strong working relationships at all levels
- Ensures excellent service with a high degree of urgency to internal and external customers
- Demonstrated computer aptitude to include ability to effectively utilize the Kronos system and Microsoft suite
- Ability to communicate in the English language for effective written and verbal correspondence in order to complete job functions as mentioned above
- **License/Certifications**
  - Licensed by the MN Board of Social Work as a LICSW
- **Preferred Qualifications**
  - Home Care/Hospice experience
  - Experience working with 3M HCMS
  
- **Additional Information**
  - FTE:.8
  - Weekend Rotation:None at this Time
  - Holiday Rotation:None at this Time
  - Primary Shift:Day
  - Department:Home Health/Hospice

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