



MSSP Social Work Care Manager Intern: Scope of Work

Social work intern responsibilities will vary depending on assignment, educational level and program (BSW vs MSW) and may include the following duties:

- Conducting in-home in-depth assessments (Initial Psychosocial Assessments/IPSA and/or Annual Reassessments) covering psychosocial, rehabilitation, and environmental concerns
- Calling clients on a monthly basis (per grid schedule) to review their care plan, issues, services, and concerns
- Identifying client service needs and requests. This may include, but is not limited to, prescription requests from medical providers, follow up with pharmacy and/or other collateral agencies, purchase orders (One Time Only and Ongoing authorizations), and service follow up that items have been received.
- Coordinating and attending quarterly home visits (per grid schedule)
- Providing education and referrals to client, caregiver and/or family members (in-house referrals and/or community referrals)
- Participating in developing care plans, coordinating services and conducting follow up and monitoring of client's needs and care plan;
- Identifying and developing support systems for the client
- Electronic case recording, and reporting

Agency Responsibility:

- Provide a minimum of one hour per week of scheduled individual supervision that includes review of the intern's assignments with constructive feedback and creates an opportunity to integrate theory with practice experience.
- Allow the student to attend and participate in staff meetings as well as in clinical team meetings, in-services, and professional development trainings.
- Provide opportunities for the intern to become familiar with community resources and services and to have the experience of coordinating these services within the scope of the student's agency based assignments
- Provide reimbursement for agency-related travel, complete a faculty liaison evaluation form and a midterm and final evaluation of the intern's performance

*Sponsor of Central Coast Area Health Education Center, Del Mar Caregiver Resource Center,
and Multipurpose Senior Services Program*

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