



Hospice Intake Social Worker

Job Posting

Responsible for providing information to individuals, community, and other referral sources about the services offered by Niagara Hospice or other companies of the Home Care Partners for the purpose of facilitating potential admission into the available programs.

Duties & Responsibilities

- Conducts a face to face appointment or telehealth visit whereby the philosophy, benefits, scope, capabilities, and costs of hospice services are reviewed with potential patients and or family member(s)/representative(s).
- Obtains signature(s) from potential hospice patient and or family member(s)/representative(s) verifying communication.
- Assists with the gathering of information and data entry for potential hospice admissions.
- Creates and maintains all pertinent patient files.
- Verify patient insurance information and confirm insurance eligibility, co-pays, and effective dates of coverage.
- Ensure ongoing documented communication with staff, supervisor, and referral source/client regarding questions, needs or related issues.
- Assists in the answering of admission calls and arranging of admission visits as directed.
- Performs follow up calls to non-admitted referrals to determine current of future needs including appointments.
- Collaborate with referral sources and educate on hospice services.

Qualifications

- Currently licensed as a Medical Social Worker in NYS (LMSW).
- Masters Degree from a school accredited by the Council of Social Work Education.
- Minimum one year experience as a social worker in a health care setting preferably home care.
- Ability to work on-call responsibilities and occasional evening, weekend and holidays as assigned.

We offer terrific benefits & perks:

- Generous paid time off in your first year
- Free medical insurance that start on your first day
- One-on-one personal care with our patients
 - New pension plan
 - Birthday gifts & more!
 - Guaranteed full-time day shifts

Please visit us at NiagaraHospice.org/Careers EOE