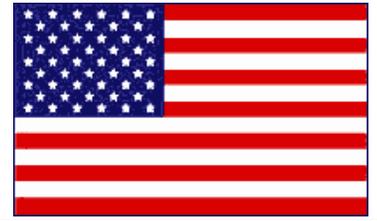




PORTLAND VA MEDICAL CENTER

Portland, Oregon Division
Vancouver, Washington Division
Community Based Outpatient Clinics
Salem, OR Bend, OR
Camp Rilea (Warrenton, OR)



NOTICE OF VACANCY

1. <u>Announcement Number</u> <p style="text-align: center;">T38-09-0243-JB</p>	2. <u>Title, Series, Grade, Salary</u> <p style="text-align: center;"> Social Worker (Acute Services Coordinator) FS GS-185-12 \$71,087 to \$92,409 per annum (Based on full-time employment) </p>	3. <u>Tour of Duty</u> <p style="text-align: center;"> Days M-F </p>	4. <u>Duty Station</u> <p style="text-align: center;"> Mental Health Division, Portland Division </p>
5. <u>Type & Number of Vacancies</u> <p style="text-align: center;"> Temporary NTE 2 years 1 full-time position </p>	6. <u>Contact</u> <p style="text-align: center;"> Human Resources Assistant 503-273-5236 </p>	7. <u>Opening Date</u> <p style="text-align: center;">7/22/2009</p>	8. <u>Closing Date</u> <p style="text-align: center;">7/28/2009</p>

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Any US Citizen

MAJOR DUTIES:

The Acute Services Coordinator serves as part of the SAFEVET program at the Portland VA Medical Center. The VA Acute Services Coordinator takes the lead at building and maintaining relationships with community Emergency Departments. The social worker will develop an assessment of the veteran independently and/or in collaboration with the interdisciplinary treatment team, the veteran, family members and significant others. The social worker independently develops or contributes to the development of the mental health treatment plan and the setting achievable treatment goals with the veteran/family and with the interdisciplinary treatment team. The social worker will complete documentation in compliance with appropriate documentation standards. Throughout the course of treatment the social worker is the specialist on VA and/or community resources. The social worker is responsible for using current social work resources and community social service programs and enhancing the content to the benefit of veterans. Social worker understands the challenges of bureaucracy and will act as an advocate when it serves the best interest of the veteran/family. The social worker is experienced in making rapid assessments and developing crisis management plans for various types of crisis including housing emergencies, psychiatric, suicide and other high risk behaviors/situations. The social worker provides education related to VA and community resources, entitlements, Advance Directives/Living Wills and will refer veterans/families to the appropriate interdisciplinary team member/VA provider for identified health education needs. The Social worker will review the progress notes from the other providers to accurately determine the strengths, limitations and needs of each veteran being referred for mental health services. The social worker will provide the veterans with psychotherapy. The social worker will provide comprehensive case management services. Information added into the electronic record will be entered in a complete, confidential, and professional manner to insure information on the patient is shared with other VA staff using appropriate formats and templates. When applicable, the social worker has the ability to provide clinical supervision to MSW Interns as well as MSW licensure. The ASC is responsible for the follow up of consults received from community providers. The ASC is responsible for the continued contact and monitoring of veterans that have been identified by community participants in the SAFEVET program.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: U.S. Office of Personnel Management Qualification Standards Handbook and VA Handbook 5005, Pt II, Appendix G39 for GS-185 series applies and may be reviewed in the Human Resources Management Service office.

Basic Requirements:

- **Education:** Have a master's degree in social work (MSW) from a school of social work fully accredited by the Council on Social Work Education (CSWE). Graduates of schools of social work that are in candidacy status do not meet this requirement until the school of social work is fully accredited. A doctoral degree in social work *may not* be substituted for the master's degree in social work.
- **Licensure:** Persons hired or reassigned to social worker positions in the GS-185 series in VHA must be licensed or certified by a state to independently practice social work at the master's degree level. Current state requirements

may be found on the OHRM website.

- **Exception.** VHA may waive the licensure or certification requirement for persons who are otherwise qualified, pending completion of state prerequisites for licensure/certification examinations. This exception only applies up to the full performance level. For grade levels above the full performance level, the candidate must be licensed or certified. For grades below or at the full performance level, VHA social workers who are not licensed or certified at the time of appointment must become licensed or certified at the independent, master's level within 3 years of their appointment as a social worker. Most states require 2 years of post-MSW experience as a pre-requisite to taking the licensure/certification exam, and VHA gives social workers one additional year to pass the licensure/certification exam. It is VHA policy that a VHA social worker who does not yet have a license that allows independent practice must be supervised by a licensed independent practitioner of the same discipline who is a VA staff member and who has access to the electronic health record.
- **Failure to Obtain License or Certification.** In all cases, social workers must actively pursue meeting state prerequisites for licensure or certification starting from the date of their appointment. At the time of appointment, the supervisor, Chief Social Work or Social Work Executive will provide the unlicensed/uncertified social worker with the written requirements for licensure or certification, including the time by which the license or certification must be obtained and the consequences for not becoming licensed or certified by the deadline. Failure to become licensed or certified within the proscribed amount of time will result in removal from the GS-185 social work series and **may** result in termination of employment.
- **Loss of Licensure or Certification.** Once licensed or certified, social workers must maintain a full, valid and unrestricted independent license or certification to remain qualified for employment. Loss of licensure or certification **will** result in removal from the GS-185 social work series and **may** result in termination of employment.

Experience, Education and Licensure: Individuals assigned as social worker program coordinator or manager must be licensed or certified at the advanced practice level. Their experience must demonstrate possession of advanced practice skills and judgment, demonstrating progressively more professional competency. They may have certification or other post-master's degree training from a nationally recognized professional organization or university that includes a defined curriculum/course of study and internship, or equivalent supervised professional experience. In addition, the candidate must demonstrate the professional KSAs below.

BASIS OF RATING: (Knowledge, Skills, Abilities (KSAs))

Applicants must demonstrate through their experience or education that they possess the following published KSAs(from VA Handbook 5005) for the grade at which they wish to apply (and grades below that grade if applicable):

1. In-depth knowledge of the program coordinated, and demonstrated knowledge and ability to write policies, procedures, and/or practice guidelines for the program.
2. Knowledge and skill in management/administration, which includes supervision, consultation, negotiation, and monitoring.
3. Ability to supervise multidisciplinary staff assigned to the program.
4. Ability to organize work, set priorities, meet multiple deadlines, and evaluate assigned program area(s).
5. Ability to provide training, orientation, consultation and guidance within clinical specialization of practice.

CONDITIONS OF EMPLOYMENT:

This is an Excepted Appointment. Excepted service positions have been excepted from the requirements of the competitive service by law, Executive Order, or by OPM regulation (5 USC 2103 and 5 CFR part 213). Public law No. 108-170 converts this occupational series from the competitive civil service to the Hybrid Title 38 employment system.

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future.

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

All information submitted to this VA Medical Center is subject to verification by VetPro.

If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

Public transit subsidy benefits are available. Carpooling assistance is provided. However, single occupancy parking is limited on main Portland campus.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38 USC 7402(d) and 7407(d).

[VACareers](#) has descriptions of all Title 38 Jobs and their benefits.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

US Citizens must submit:

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. Resume or CV
3. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
4. Veterans Preference:
 - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
 - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
 - c. VA letter of service-connected disability rating dated 1991 or later.
5. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
6. Copies of all current licenses, registrations, or certifications (applicable to job).
7. **A copy of your college transcripts**

All application packets must be received in Human Resources by Close of Business (COB) on 7/28/2009.

Application forms may be obtained in Human Resources Office or on our external website,

<http://www.visn20.med.va.gov/Portland/mc/hr>

Applications may be mailed to:

Portland VA Medical Center, P4HRMS

Attn: T38-09-0243-JB

PO Box 1034

Portland, OR 97207

Or brought in person to:

Portland VA Medical Center

3710 SW US Veterans Hospital Rd

Building 16, Room 300

Portland OR 97239

APPLICANT'S PLEASE NOTE:

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.
- Foreign Education: To receive credit for education completed outside the United States, you must show proof that the education has been submitted to a private organization that specializes in the interpretation of foreign educational credentials and such education has been deemed at least equivalent to that gained in conventional U.S. education programs.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**