

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES  
CAPITOL REGION MENTAL HEALTH CENTER  
JOB OPPORTUNITY  
CLINICAL SOCIAL WORKER (SPANISH-SPEAKING)

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public  
**Location:** Medication Management, 500 Vine Street, Hartford, CT  
**Job Posting No:** CR-99107  
**Hours:** 1<sup>ST</sup> Shift; Monday – Friday; 8:00 a.m. to 4:30 p.m. ~ 40 hours per week  
**Salary Range:** (FP 25) \$68,762.00 to \$92,922.00 Annually  
**Posting Time Frame:** May 7, 2014 to May 13, 2014

**Duties may include but not limited to:** Function as a member of outpatient clinical team providing treatment to DMHAS target population of clients with severe mental illness, many of whom also have co-occurring substance abuse and medical disorders. The CSW independently provides highly skilled clinical treatment/ substance abuse services to adults including individual, family and group therapies; conducts comprehensive clinical assessments, identifies risk issues, develops and implements recovery plans that are person centered and recovery oriented. Actively participates in the assessment, evaluation, design and implementation of discharge plans for individuals in state hospital, nursing homes or prisons that may pose placement/disposition challenges, to identify obstacles and make recommendations; is responsible for the clinical coordination of treatment/services including the interface with other agencies and providers. The CSW documents in the medical records as per policies and procedures, audits medical records documentation to ensure quality and compliance, performs clinical direct care duties and performs other related duties as assigned.

**General Experience and Training:** Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 20-195 (m) through (r) of the Connecticut General Statutes.

**Special Requirements:**

- Incumbents must possess and retain a current motor vehicle operator's license and are required to travel.
- Incumbents are required to have ability in Spanish oral and written communication.

**Working Conditions:** Incumbents in this class may be required to lift and restrain clients and may have significant exposure to infectious and/or /communicable diseases, strongly disagreeable conditions and risk of injury.

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

**E-Mail: [crmhcrecruitment@ct.gov](mailto:crmhcrecruitment@ct.gov) OR Fax: (860) 297-0931**

**Ramona Sablón, Human Resources Specialist  
Capitol Region Mental Health Center – Human Resources Division  
500 Vine Street, Hartford, CT 06116**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. (P-1)