CAMC Memorial Hospital  
Charleston, West Virginia

Mission Statement: “Striving to provide the best health care to every patient, every day.”

Internship Title: Social Services intern

On-site Supervisor/Co-educator:  
Name: Susan Holsclaw  
Title: Social Worker  
Email: susan.holsclaw@camc.org  
Telephone: 304-388-9883  
Mailing Address: 3200 Maccorkle Ave, Charleston, WV  
Physical Address (if different): 3200 Maccorkle Ave, Charleston, WV

Duties/Project Description:

Responsibilities/projects:
- Support efforts to reduce hospital readmission rates
- Conduct psychosocial assessments of patients
- Create discharge plans for patients
- Work with outside agencies to ensure continuity of care
- Provide patients with information and resources

Qualifications:
- Appropriate level of comfort or experience in the healthcare field
- Baseline understanding of medical terminology
- Interest in social services, particularly as they relate to impoverished patients
- Strong organizational and interpersonal communication skills
- Ability to work in collaboration with others
- Ability to engage in professional and appropriate interactions with patients
- Self-motivated and independent work ethic
- Excellent time management and multitasking skills

Orientation Plan:
The intern will be trained by one of CAMC’s social workers and will continue to work in collaboration with this social worker during the summer. As the intern gains experience and skill, he/she may be able to work with a different social worker occasionally, in order to see different areas of the hospital. The intern will be invited to various lunches, seminars and trainings that are offered to staff.

**Supervision/Mentor Schedule:**

Monday-Friday: 8am-4:30pm

**Non-English language requirement?**
None

**Working Conditions:**

The intern will share his/her social worker’s office space. The intern will be given a half-hour lunch break each day.

**Preparation:**


[http://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AcuteInpatientPPS/Readmissions-Reduction-Program.html](http://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AcuteInpatientPPS/Readmissions-Reduction-Program.html)

**Is the organizational accessible via public transportation?** No.

**Does the internship require use of personal vehicle?** Yes.