

Grace Joy Didizian

NEW JERSEY NOTARY PUBLIC, LICENSED SOCIAL WORKER, CDL CLASS B CHAUFFER, INSTRUCTOR, AND PROCTOR

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I am an experienced and competent New Jersey Notary Public and Licensed Social Worker in the community.

I have provided notarial acts to individuals in the community for various legal documents. I screen the signer for appropriate and valid identification, their comprehension of the legal document, and their consent to sign the documents of their own free will with no duress.

I have worked as a Mediator, Probation Officer assistant, and in the Supervised Visitation Program with the Ocean County Family Court during my BSW internship.

As a Mediator at Ocean County Family Court I have utilized various skills inclining negotiation, active listening, effective written and communication, critical thinking, and analytical skills all to assist in making a logical decision. I have experience as a Mediator and certificate for Meditation and Conciliation skills training from Ocean County Family Court.

I am a State of New Jersey Licensed Social Worker with a strong clinical investigator background in working with special education students, adult psych, and the geriatric (psych/medical) population in behavioral health, Ocean County Family Court, home health, hospice, and managed care (Medicaid and Medicare).

I have been employed as a Case Manager, Licensed Social Worker, School Social Worker, Instructor, Proctor, Notary Public, Substitute Teacher, and Professional Class B CDL chauffeur during my social service career.

I have supervised and evaluated the work performance of home health aides on open DCF and APS cases along with my supervisor.

I provided and assisted in coordinating, developing, monitoring, and evaluating the individualized education plans of students.

I have excellent organizational skills and have set up various schedules, and appointments all while keeping within time management protocols.

I have extensive experience working as a Therapist/Clinical Case Manager in an inpatient and outpatient behavioral health managed care setting. I have provided Crisis Intervention to individuals experiencing suicidal and or homicidal ideations in the facility and or home care environment.

I have provided clinical assessment of acute adult and geriatric psychiatric patients experiencing psycho-social distress. I have developed structured treatment plans as part of a goal-oriented schedule of services.

My clinical responsibilities included administering the breathalyzer test and/or collecting urine samples for drug use from mentally ill chemically addicted (MICA) patients. Moreover, I conducted and performed concurrent review (utilization review) during the client's inpatient stay.

I have extensive experience as a professional private limo chauffeur, children / adult bus driver, and taxi driver. I have a pristine CDL Class B license with P and AB endorsements. I am open to private chauffeur positions or light package delivery requiring little to no touch freight.

I have excellent computer skills and am versatile in both Microsoft and Apple. I have worked with Microsoft Office Professional, Care One, Care Radius, Case Tracker, Home Care Home Base, Point Care, and a variety of email service providers, including Outlook, Yahoo, and Gmail. I can quickly navigate the Internet with ease.

I carry professional liability insurance. I am open to relocation at my own expense for the right agency.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Licensed Social Worker / Medical Social Worker

BAYADA Home Health Care - Whiting, NJ

September 2015 to Present

Notary Public services for client's for various legal and insurance documents

Clinical assessments of individuals experiencing psychosocial stressors in the home or extended care environment

Crisis intervention to individuals experiencing suicidal and or homicidal ideations

Community referrals to mental health facilities, MD, Welfare, Medicaid Waiver Programs, etc

Provide supportive counseling and administrative support to clients with chronic illnesses

ADVOCATE

Private Practice - Allentown, NJ

January 2005 to Present

Notary Public services for client's for various legal and insurance documents

Supportive counseling and assess individuals experiencing psychosocial stressors

Provide concrete services and community referrals for clients

Manage and assist with complicated health insurance and legal documents

Coordinate and implement community resources for future mental health compliance

PROCTOR

Supervise and administer various academic and cognitive exams for homeschool students

SCHOOL SOCIAL WORKER

Toms River Regional School District - Toms River, NJ

2011 to 2012

Notary Public services for client's for various legal and insurance documents

Consulted with administration, staff, and parents regarding Child Study Team student issues

Counseled Special Education Students and/or parents regarding social adjustment problems

Case Manager for about one-hundred Special Education Students on the Child Study Team

Assisted in coordinating, developing, monitoring and evaluating the individualized education plans

Attended and participated in various Child Study Team meetings

Assumed other related duties or assignments assigned by the principle or superintendent

MSW THERAPIST

St Barnabas Behavioral Health Center - Toms River, NJ

July 2001 to January 2005

Clinical Case Manager for in-patient and out-patient managed care behavioral health clients

Evaluated acute psychiatric patients experiencing psychosocial distress

Developed structured treatment plans as a goal-oriented schedule of services

Facilitated daily groups to identify and decrease triggers to relapse plus increase coping skills

Counseled family members regarding patient's mental illness and medication management

Administered breathalyzer on MICA patients and collected urine samples for drug screening

Assisted supervisor in the development of student interns through case consultation

Chairwoman of the Suicide Pit Team

THERAPLAY CLINICIAN - 1 year funded pilot program

Ocean Mental Health Services - Bayville, NJ

2002 to 2003

Conducted weekly play groups for high risk children ages three to seven

Provided supportive counseling for caregivers to improve positive coping skills

Assisted supervisor in the development of student intern through case consultation

INSTRUCTOR - MSW

Visiting Home Care Services - Toms River, NJ

1999 to 2001

Developed lesson plans for Mental Health and Communication class certification course for home health aides through the New Jersey Board of Nursing

CASE MANAGER - BSW

Assessed psycho-social-emotional and financial status of geriatric patients

Evaluated the work performance of home health aides on open DYFS and APS cases

Provided supportive counseling and administrative support for patients with chronic illnesses

Facilitated a monthly Dementia support group for caregivers

Education

Master of Social Work in Clinical Social Work

Fordham University - Manhattan, NY

2000

Bachelor of Social Work in Social Work, Criminal Justice

Georgian Court University - Lakewood, NJ

August 1995 to May 1999

Certificate in Clinical Tech

Star Technical Institute - Lakewood, NJ

January 1990 to December 1990

Skills

- Social Work (10+ years)
- Mental Health (10+ years)
- Case Management (10+ years)
- Counseling (10+ years)
- Documentation (10+ years)
- Therapy (10+ years)
- Problem solving (10+ years)
- Leadership Experience (1 year)
- Medical Terminology (10+ years)
- Typing (10+ years)
- Microsoft Office (10+ years)
- Individual / Group Counseling (4 years)
- Special Education (1 year)
- Group Therapy (4 years)
- Intake Experience (10+ years)
- Behavioral Therapy (10+ years)
- Crisis Intervention (10+ years)
- Dementia Care (10+ years)
- Behavioral Health (10+ years)
- Cognitive Behavioral Therapy (3 years)
- Managed Care (7 years)

- Child & Family Counseling (3 years)
- Employee Evaluation (3 years)
- Motivational Interviewing (10+ years)
- Addiction Counseling (3 years)
- Hospital Experience (1 year)
- Meeting Facilitation (3 years)
- PTSD Care (3 years)
- Mental Health Counseling (3 years)
- CDL CLASS B with P and AB Endorsements (10+ years)
- Crisis Management (10+ years)
- Conflict Management (3 years)
- Tutoring (1 year)
- Experience Working With Students (2 years)
- Hospice Care (2 years)
- Driving (10+ years)
- Supervising Experience (1 year)
- Commercial driving (10+ years)
- English (10+ years)
- Intake (3 years)
- Microsoft Access (10+ years)
- Professional Chauffeur (10+ years)
- Professional School Bus Driver (10+ years)
- Bus Driving (10+ years)
- New Jersey Substitute Teacher (1 year)
- INSTRUCTOR (1 year)

Languages

- English - Expert

Awards

Phi Alpha Honor Society

May 1999

Georgian Court University

Certifications and Licenses

NEW JERSEY CERTIFIED SCHOOL SOCIAL WORKER

Present

NEW JERSEY NOTARY PUBLIC

August 2020 to August 2025

Notorize legal documents for community members

Air Brake Endorsement

February 2022 to February 2024

Passenger Endorsement

February 2022 to February 2024

LMSW

February 2022 to February 2024

EXTENSIVE MEDICAL SOCIAL WORK KNOWLEDGE AND EXPERIENCE

NEW JERSEY LICENSED SOCIAL WORKER

August 2022 to August 2024

NEW JERSEY SUBSTITUTE TEACHER

Present

GRADES K - 12 EDUCATION

HOMESCHOOL STUDENTS

NEW JERSEY COMMERCIAL DRIVERS LICENSE

February 2022 to February 2024

Private limo, bus, and chauffeur in the public and private sector

MEDIATION AND CONCILIATION SKILLS CERTIFICATE

Present

New Jersey Superior Court

Mediation and Conciliation Skills Certificate (18 hrs)

Assessments

Teamwork: Interpersonal skills – Proficient

August 2020

Responding to challenging team situations at work

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

TECHNICAL SKILLS

Proficient in Microsoft and Apple products, Windows 10, Microsoft Office Professional, Care One, Care Radius, Case Tracker, Home Care Home Base, Point Care, Electronic Health Records (EHR), Outlook and Gmail, Yahoo and Google search engines, internet, and extranet