



## Career Service Authority

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# Psychologist Candidate for Licensure

### **GENERAL STATEMENT OF CLASS DUTIES**

Performs professionally supervised post-doctoral level psychology work in assessment, case planning and treatment of mental health clients.

### **DISTINGUISHING CHARACTERISTICS**

This class performs professionally supervised post-doctoral level psychology work in assessment, case planning and treatment of mental health clients. This class is distinguished from the Psychologist, which performs psychology services as a licensed psychologist including assessment, treatment, and consultation in a medical or health care setting.

#### ***Guidelines, Difficulty and Decision Making Level:***

Guidelines are generally numerous, well established, and directly applicable to the work assignment. Work assignment and desired results are explained by general oral or written instructions.

Duties assigned are generally repetitive and restricted in scope but may be of substantial intricacy. Employee primarily applies standardized practices.

Decisions or recommendations on non-standardized situations are limited to relating organizational policies to specific cases. Problems that are not covered by guidelines or are without precedent are taken up with the supervisor.

#### ***Level of Supervision Received and Quality Review:***

Under normal supervision, within a standardized work situation, the employee performs duties common to the line of work without close supervision or detailed instruction. Work product is subject to continual review.

#### ***Interpersonal Communications and Purpose:***

Contacts with the public or employees where explanatory or interpretive information is exchanged, gathered, or presented and some degree of discretion and judgment are required within the parameters of the job function.

#### ***Level of Supervision Exercised:***

None.

## ESSENTIAL DUTIES

Under the supervision of a licensed psychologist, evaluates and diagnoses emotional, behavioral and other mental disorders and/or the psychological accompaniments of substance abuse, disease, illness, injury or disability based upon the application of psychological principles, methods and procedures.

Evaluates and identifies problems, formulates detailed and coordinated treatment plans and conducts a variety of individual, group and family therapeutic and rehabilitative activities.

Prepares detailed evaluations based upon applying a variety of psychological procedures and techniques that assess intellectual abilities, personality characteristics, cognitive skills and other factors.

Acts as a consultant and advisor to other members of the mental health team and other medical providers.

Consults with referring medical providers and/or psychologists regarding appropriateness of psychiatric medications. Monitors client compliance with medication plan and the effectiveness therein.

Under the supervision of the Director of the Internship Training Program, assists in the supervision of psychology practicum students and pre-doctoral interns on case management, psychological testing and treatment techniques.

Prepares written documentation as required by the profession and the department.

Performs other related duties as assigned or requested.

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Any one position may not include all of the duties listed.  
However, the allocation of positions will be determined by  
the amount of time spent in performing the essential duties  
listed above.

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## MINIMUM QUALIFICATIONS

### ***Competencies, Knowledge, & Skills:***

**Integrity/Honesty** - Contributes to maintaining the integrity of the organization; displays high standards of ethical conduct and understands the impact of violating these standards on an organization, self, and others; is trustworthy.

**Interpersonal Skills** - Shows understanding, courtesy, tact, empathy, concern; develops & maintains relationships; may deal with people who are difficult, hostile, distressed; relates well to people from varied backgrounds & situations; is sensitive to individual differences.

**Psychology** - Knowledge of human behavior and performance in various contexts, mental processes, or the assessment and treatment of behavioral and affective disorders.

**Reading** - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

**Oral Communication** - Expresses information to individuals or groups effectively, taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately.

**Writing** - Recognizes or uses correct English grammar, punctuation, and spelling; communicates information in a succinct and organized manner; produces written information, which may include technical material, that is appropriate for the intended audience.

**Problem Solving** - Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

**Teamwork** - Encourages and facilitates cooperation, pride, trust, and group identity; fosters commitment and team spirit; works with others to achieve goals.

**Reasoning** - Identifies rules, principles, or relationships that explain facts, data, or other information; analyzes information and makes correct inferences or draws accurate conclusions.

**Stress Tolerance** - Deals calmly and effectively with high stress situations (for example, tight deadlines, hostile individuals, emergency situations, dangerous situations).

**Learning** - Uses efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self-learning and development.

**Flexibility** - Is open to change and new information; adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles; effectively deals with ambiguity.

**Customer Service** - Works with customers to assess needs, provide assistance, resolve problems, satisfy expectations; knows products and services; is committed to providing quality products and services.

**Conflict Management** - Manages and resolves conflicts, grievances, confrontations, or disagreements in a constructive manner to minimize negative personal impact.

**Physical Demands** (Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs):

Hearing: Perceiving the nature of sounds by the ear.

Sitting: Remaining in the normal seated position.

Talking: Expressing or exchanging ideas by means of spoken words.

Lifting: Raising or lowering an object up to 10 pounds.

### **Working Environment:**

Contact with patients/inmates under a wide variety of circumstances.

Exposed to patient elements.

Exposed to unpleasant elements (accidents, injuries and illness).

Occasionally subjected to irregular hours.

Subject to many interruptions.

Subject to varying and unpredictable situations.

***Education Requirement:***

Graduation from an accredited college or university with Ph.D., Psy.D. or Ed.D. in psychology and major course work within clinical counseling, rehabilitation or a related field of psychology, plus completion of internships required by the degree.

***Experience Requirement:***

None

***Education/Experience Equivalency:***

None

***Licensure and/or Certification:***

None

**CLASS DETAIL**

***FLSA CODE:*** Exempt

***ESTABLISHED DATE:*** 3/1/2000

***ESTABLISHED BY:*** Jim Servold

***REVISED DATE:*** 09/27/2009

***REVISED BY:*** Blair Malloy

***CLASS HISTORY*** 9/2009 - This class was revised, competencies and distinguishing characteristics added, and placed in new template.