



Psychological Clinician

Job Code: 4003

Salary Grade: C08

FLSA Status: Exempt

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Duties and Responsibilities

Assesses the general mental health of patients, mental abilities and behavior by conducting a variety of psychological tests including psychometric tests, one-on-one interviews, and direct behavioral observations. Researches new treatment options and improves existing treatment programs. Performs data analysis, report preparation, and counseling.

- Provides psychological assessments to determine the general mental health of patients, mental abilities, and behavior. Conducts psychological tests including but not limited to psychometric tests, one-on-one interviews and direct behavioral observations.
- Diagnoses psychological, behavioral and emotional disorders in accordance with diagnostic criteria. Develops and implements treatment plan. Determines the frequency, intensity, and duration of the treatment plan. Modifies treatment program accordingly.
- Conducts scientific research. Collects data, analyzes and interprets data found through research or psychological assessment.
- Prepares reports stating findings and treatment recommendations in accordance with medical records policies and procedures and HIPAA regulations.
- Schedules appointments for psychological testing, interviews, counseling sessions. Monitors client progress through regular meetings and checkups.
- Communicates with care providers, patients, family, and/or caregivers. May provide counseling to patients, family members, or caregivers.
- May supervise staff including practicum students.
- Performs various duties as needed to successfully fulfill the function of the position.

Minimum Qualifications

Education:

Required: Ph.D. in Psychology or a Master's Degree in Psychology or Social Work (MSW)

Experience:

Required:

- No experience is required with the Ph.D.
- 48 months professional-level experience is required with the Master's Degree

Certifications or Licenses:

Licensed Clinical Psychologist, Licensed Professional Counselor, or Licensed Clinical Social Worker or ability to obtain the license within 90 days of hire date.

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

- Knowledge of and ability to apply relevant current special education methodologies and techniques.
- Knowledge of crisis intervention techniques.
- Ability to observe, assess, and record symptoms, reactions, and progress.
- Ability to effectively communicate medical information, test results, diagnoses and/or proposed treatment in a manner easily understood by the client.
- Interviewing and psychological/developmental evaluation skills.
- Ability to evaluate the progress of therapeutic programs and to make individual modifications.
- Ability to use independent judgment and to manage and impart confidential information.
- Ability to assess mental status in clients and to develop individual treatment goals and plans.
- Knowledge of psychological test administration, scoring, and interpretation.



JOB DESCRIPTION

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- Ability to maintain emotional stability to cope with human suffering, emergencies, and other stresses.
- Skill in preparing and maintaining patient records.

Working Conditions

Physical: Sitting for long periods of time. Speaking and listening. Use of a computer. Manual dexterity

Environmental: Clinic Environment.

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