

# SOUTHEAST ALASKA REGIONAL HEALTH CONSORTIUM

## EXEMPT JOB DESCRIPTION

Job Title: Psychologist, Clinical

Date: January 4, 2000

Reports to: Mental Health Outpatient Department Manager

Grade: 21

Approval: Director, Human Resources

Job#: 701 C

### POSITION SUMMARY Briefly describe the primary purpose of this job and location:

Provides comprehensive outpatient psychological services at Mount Edgecumbe Hospital for all ages, with consultation services to inpatient programs and ER responsibilities, community activities may also be assigned.

I. **KEY RESPONSIBILITIES** Briefly describe the key responsibilities of this job; list in order of importance. (8 spaces are provided, however, most jobs have only 3-6 key responsibilities.) Do not list daily duties and assignments; rather, describe the key functions (or end results) for which this job is responsible. At the beginning of each paragraph, show the approximate percent of the employee's total time devoted to each responsibility in the space provided ( %). Begin each sentence with an action verb (e.g. "type", "greet", "arrange", "design", "operate", etc.)

**Key Responsibility #1:** (35%)

Provides direct outpatient clinical services, including individual, couples, family, and group psychotherapy, as well as general psychological evaluation, consultation, and diagnostic testing.

**Key Responsibility #2:** (25%)

Assist in developing and implementing community based psychological services.

**Key Responsibility #3:** (15%)

Provides consultation liaison, diagnostic clarity psychological testing and recommend treatment, on general medical patients.

**Key Responsibility #4:** (10%)

Provide inpatient mental health therapy and evaluation for inpatient psychiatric patients.

**Key Responsibility #5:** (10%)

Provides staff education and consultation.

**Key Responsibility #6:** (5%)

Provides crisis intervention in ER during daytime hours and after hours emergency care as part of the mental health on-call system.

**Key Responsibility #7:** (5%)

Other work related to duties as a clinical Psychologist.

### II. REQUIRED EDUCATION, TRAINING AND EXPERIENCE

(A) What minimum level of education is ordinarily required to handle the key responsibilities of this job? Briefly state how it is used in this position.

Psy.D. or Ph.D. in clinical Psychology from APA accredited program. License

eligibility as a Psychologist in the state of Alaska.

- (B) Is a special course of training required to qualify for this job? [ X ] No. If so, please specify type and duration.
- (C) What type of experience would ordinarily be required to perform in this job at a beginning level? How long would it take (minimum cumulative years in a related occupational path) to gain this experience?

2 years experience and/or training in a clinical setting beyond the completion of a Psy.D. or Ph.D. and satisfactory completion of a clinical internship.

III. **KNOWLEDGE, SKILL AND ABILITY**

- (A) Describe the type and level of knowledge and ability required to perform acceptable work in this job. These must be required on a regular basis. DO NOT list an employee's personal credentials unless required by the job.

1. Demonstrated counseling and diagnostic skills: solid communication skills both verbal and written in English; personality theories; varied psychological treatment modalities; psychological treatment and its applications; DMS-III-R diagnostic categories; and crisis intervention.

2. Solid skills in cross cultural psychology

3. Solid skills in group psychotherapies and/or group interventions.

4. Experience in program development.

- (B) Identify the three most important applied job skills required to effectively perform in this job. (Examples: typing or computer applications skills, oral and written communication ability, math or analytical judgment skills, skill with equipment or tools, etc.)

1. Application of counseling (i.e. good clinical skills and clinical judgment) and skills, to include psychological testing, to make appropriate treatment decisions.

2. Ability to consult effectively with community colleagues, medical personnel, and Native Americans.

3. Ability to understand cross cultural issues.

4. Understanding of program issues.

IV. **DECISION-MAKING/PROBLEM-SOLVING**

- (A) Describe the major decisions and problems that can occur in this job and **who and what the decisions affect.**

1. Triage of patients requesting outpatient mental health services. Diagnosis and evaluation, including risk for suicide or for homicide; recommendation, if indication, for mental health hold and/ involuntary commitment.

2. Decision as to appropriate treatment interventions, based on the diagnostic evaluation.

3. Need for multidisciplinary coordination of care.

All of the above bear upon the quality of service provision within the clinic and effectiveness of patient care.

- (B) Using the decisions/problems described above, describe how these decisions are reached or problems solved and how closely the results are reviewed by your manager.

Clinical decisions are made independently, with consultation available through departmental peer review, staff meetings, and supervision.

V. **RESPONSIBILITY FOR CONTACTS**

Indicate the types of jobs or persons with which this job typically requires contact. Do not include contacts with direct superiors or subordinates. Include face-to-face, telephone and written communications with persons within and outside SEARHC. Indicate frequency of contact with the words frequent or infrequent.

<u>Job or Persons Contacted</u>	<u>Purpose of Contract</u>	<u>Frequency in Normal Duties</u>
SEARHC:CHSD, Physicians, Social Services, and Nursing	Consultation and coordination of patient services.	Frequent
DFYS, Probation Sitka and Juneau	Exchange information; request for service.	Frequent
Pioneer Home, SYH, STA	Exchange information; request per service.	Infrequent
STA and community agencies	Program development and coordination	Frequent

VI. **MANAGEMENT SPAN AND CONTROL**

Does this job supervise others? Yes No Per Supervisors requests