



Job Description

TITLE: Licensed Clinical Psychologist

REPORTS TO: Health Administrator

General Statement of Duties: The Licensed Clinical Psychologist will provide a broad spectrum of clinical services including but not limited to intake and eligibility, coordination of mental health services for consumers, consultation to case management, clinical and community services departments, diagnostic and forensic assessments, psychological interventions, and staff, consumer and provider training.

Working Condition and Physical Requirement:

- The majority of duties are performed in the office and out in the community.
- Must have reliable transportation and be able to travel locally and out of town regularly.
- The ability to sit at a work station for long periods of time.
- Frequent standing and walking throughout offices, service provider facilities and other agencies.
- Adequate manual dexterity and coordination to operate standard office equipment (i.e. computer, telephone, fax machine, etc.)
- The ability to read, write and comprehend large amounts of written material such as reports and regulations, use the telephone, and communicate via electronic mail is required on a daily basis.
- Excellent oral and written skills are essential.

Key Responsibilities – Essential Functions

Intake and Eligibility

1. Conduct file reviews for consumers referred by intake or case management and make recommendations regarding eligibility, diagnosis and need, if any, for further psychological assessment.
2. Participate in intake staffings designed to determine eligibility and to plan initial service needs, as requested.
3. Participate in initial interdisciplinary staffings designed to plan for the ongoing needs of VMRC consumers, as requested.
4. Meet with intake staff, as requested.
5. Prepare for and participate in informal and formal fair hearings.
6. Conduct and participate in initial and ongoing staff training activities, as requested.

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Mental Health Services

7. Coordinate and assure compliance with Memorandums of Understanding (MOUs) established between the agency and county mental health agencies.
8. Coordinate the flow of cases involving psychological referrals to the various county mental health agencies per MOUs.
9. Monitor provision of psychotherapeutic services to consumers.
10. Work with county mental health agencies on a consumer-by-consumer basis to reach consensus on diagnosis, medical necessity for mental health treatment, treatment plan development and evaluation of treatment outcomes.
11. Respond to crisis situations regarding agency's consumers who are referred to county mental health agencies.
12. Participate in liaison meetings with county mental health agencies.
13. As the in-house clinician responsible for the psychological aspects of mental health services, consult with case management, clinical and community services staff as requested.

Psychological Services

14. Conduct limited psychological testing and write reports on a selective basis.
15. Consult with case management, clinical and community services staff on consumer issues including but not limited to psychological assessment, psychotherapeutic intervention, telephone and face-to-face conferences, program monitoring and program evaluation.
16. Assist the Placement and Deflection Manager with crisis intervention and deflection program planning, implementation, monitoring and evaluation activities, when requested.
17. Work with intake coordinators and other staff, as requested, to develop and monitor compliance with assessment protocols for psychological evaluations.
18. Assist in maintenance of Psychological Services Directory including recruitment, interview and monitoring of psychological vendors.
19. Assist in development, implementation, monitoring and team management of comprehensive psychological services for consumers, including but not limited to counseling services.
20. Authorize psychological services purchases, when requested.

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Forensic Services

21. Conduct psychological evaluations in a timely and clinically sound manner to meet the forensic needs of consumers, as requested by the agency's Legal Services Review Team.
22. Represent psychological services at the agency's Legal Services Review Team and other interdisciplinary team meetings regarding consumers involved in the legal system, as requested.

Community Development and Consultation

23. In conjunction with Community Services Department, consult with, monitor and evaluate specialized residential and day programs as clinically needed and when requested.

Other Functions

24. Participate as a cooperative, responsive, respectful and responsible member of the Clinical Department's Self-Directed Work Teams and other related subcommittee projects.
25. Attend and participate in interagency meetings, when requested.
26. Participate on selective committees, as requested.
27. Other duties as assigned

Minimum Position Requirements:

Education and Experience: Doctorate in Psychology or Educational Psychology from an accredited university. Two years of clinical experience, preferably one year in the field of developmental disability. Experience, training and/or interest in Autistic Spectrum Disorders and/or in Behavioral Intervention management are especially desired. Possession of psychologist license issued by the California State Board of Psychology or currently meets eligibility requirements for such licensure.

Knowledge and Abilities:

Knowledge of: clinical psychology, developmental psychology, personality development; principles and application of psychotherapeutic methods including but not limited to applied behavior analysis, cognitive and group dynamics; administration and interpretation of diagnostic psychological tests; research design; statistics; and measurement theory.

Ability to: plan a psychological evaluation and intervention program; communicate effectively, establish and maintain effective working relationships with others; engage with others in self-directed team projects.