

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

PSYCHOLOGIST CLASS SERIES

<u>CLASS TITLE</u>	<u>POSITION CODE</u>	<u>EFFECTIVE DATE</u>
PSYCHOLOGIST I	35611	07-01-04
PSYCHOLOGIST II	35612	07-01-04
PSYCHOLOGIST III	35613	09-01-14

SERIES DISCUSSION:

This series encompasses professional positions engaged in the application of established principles of learning, motivation, perception, thinking, and emotional relationships to problems of behavior adjustment, evaluation of persons, and group relations, by persons formally trained in psychology. The application of such principles includes, but is not restricted to, counseling and the use of psychological remedial measures with persons or groups having adjustment or emotional problems in the areas of work, family, school and personal relationships; measuring and testing of personality, intelligence, aptitudes, public opinion, attitudes and skills; and the teaching of such subject matter, and the conducting of research on problems relating to human behavior.

The population serviced by incumbents in this series includes, but is not restricted to, the mentally ill, the developmentally disabled, children and the aged who are typically in an institutional setting. The illustrative examples of work of each level within this series are descriptive illustrations of the type of work encompassed by the series but should not be interpreted as the only Psychologist/Psychologist Administrator duties that could be performed.

This series includes psychologists engaged in the general field of clinical psychology. However, positions where duties and responsibilities are characteristic of other specialized professional series are excluded from this series. For example, psychologists responsible for involuntary and/or emergency commitment certification and related court testimony requiring the services of a Clinical Psychologist as defined by the Mental Health Code and the Code of Criminal Procedure are encompassed by the Clinical Psychologist class. Those positions which serve as school psychologists are encompassed by the School Psychologist class. Those positions which serve as police psychologists, providing counseling and referral services to employees of the Department of State Police and employees' families and serving as consultant in police matters should be allocated to the State Police Psychologist classes. Although positions in the Psychologist series may engage in psychological research, those positions in which research is the principal function should be allocated to the Research Scientist classes. Positions which carry case loads and provide therapy but require general behavioral science and/or social science backgrounds are excluded from the Psychologist series.

BLANK PAGE

PSYCHOLOGIST I

POSITION CODE: 35611

DISTINGUISHING FEATURES OF WORK:

Under direct supervision, performs professional psychologist duties; conducts initial assessments of recipients in an intake or admissions setting and makes the preliminary decision on whether to accept a recipient into the system or to deflect the recipient to another agency or group; coordinates programs for case load recipients; assures the treatment/habilitation plan for each recipient is accurate, the plan is updated as recipient's needs change, and monitors the treatment/care given to ensure compliance with the treatment/habilitation plan; modifies established treatment/habilitation plans to conform to recipient's needs and appropriate and accepted treatment practices.

ILLUSTRATIVE EXAMPLES OF WORK:

1. As a member of an intake unit on a shift, conducts psychological interviews with persons requesting mental health services; screens incoming telephone calls to intake; refers calls to other community agencies as necessary; provides crisis intervention to recipients, both on the telephone and in person.
2. Participates in or conducts psychological testing and assessments; consults with senior Psychologists regarding the interpretation of test scores and results of interviews; serves as a member of the interdisciplinary team and assists in the design of clinical plans that meet recipients' needs; conducts individual and/or group therapy as needed.
3. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires a master's degree in psychology from a recognized college or university supplemented by two years' professional experience in psychology or satisfactory completion of the psychologist associate program.

This class is included as an Upward Mobility Program credential title.

Knowledges, Skills and Abilities

Requires extensive knowledge of the theories and assumptions underlying the field of psychology.

Requires elementary knowledge of the employing agency rules and regulations covering the field of psychology.

Requires working knowledge of test procedures, standard test forms and mental measurements.

Requires working knowledge of the application of psychology to social and emotional deviation, mental disease and rehabilitation of both children and adults.

Requires working knowledge of both normal and abnormal psychology.

Requires ability to work cooperatively and effectively with staff members and recipients.

Requires ability to properly interpret psychological information and to make sound recommendations.

PSYCHOLOGIST I (Continued)

Requires ability to cooperate and work harmoniously with personnel of the psychology department and other personnel.

Requires ability to secure psychological case information from persons examined, from social agencies and other sources.

Requires ability to give and score psychological tests.

Requires ability to prepare complex written and oral reports.

In addition to having a written and spoken knowledge of the English language, candidates may be required to speak and write a foreign language at a colloquial skill level in carrying out position duties in conjunction with non-English speaking individuals.

May require the ability to communicate with the visually impaired by Braille and other recognized methods and with the hearing impaired by sign language and other recognized methods.

PSYCHOLOGIST II

POSITION CODE: 35612

DISTINGUISHING FEATURES OF WORK:

Under general supervision, regularly provides intensive psychotherapy and in-depth counseling to the mentally ill, the developmentally disabled and other disabled persons; regularly designs and implements behavioral modification programs; serves as a resource to less experienced Psychologists and psychology graduate students and other professionals; assists more experienced Psychologists in providing training to psychology students in psycho diagnostics and other areas of psychology.

This class is distinguished by regularly exercising responsibility for selecting and administering therapeutic and research techniques for recipients exhibiting a broad range of disorders.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Conducts individual and group therapy using a variety of therapeutic techniques (e.g., reality structuring, behavioral approaches) to improve recipient's judgment, insight, orientation and problem solving methods in order to enable recipient to participate in the legal process or to prepare the recipient to function in a nonsecurity environment.
2. Administers, scores and interprets psychological tests; interviews and assesses recipients using generally accepted measurement devices and/or techniques in order to determine intelligence levels, mental competence, emotional adjustment, vocational capacities/capabilities; makes diagnosis and recommends treatment.
3. Interviews convicted recipients and conducts psychological examinations of each to aid in classifying them for programs, security level, the need for special handling (e.g., protective custody) and refers to the psychiatrist those in need of immediate or timely attention; makes rounds in protective custody and disciplinary segregation units to provide mental health services to those recipients who are under the additional stress of closer confinement than the general prison population; provides crisis intervention services.
4. Develops behavior modification programs specific to each recipient which are designed to decelerate identified maladaptive behaviors and facilitate increased appropriate behaviors.
5. Conducts psychological status interviews of recipients to determine if recipient can be granted certain privileges (e.g., campus passes, home visits, etc.); the emphasis of such interviews is on severity of illness, dangerousness, judgment and personal responsibility.
6. Provides counseling to recipients to enable recipients to adjust to their own blindness; collaborates with other treatment team members in recommending admission and/or treatment of recipients.

PSYCHOLOGIST II (Continued)

7. Telephones, calls on and/or writes to recipient's family, peers and clinical liaisons to maintain continuity of care following discharge of recipient.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to a doctoral degree in psychology from a recognized college or university supplemented by one year of professional experience in psychology. For candidates not possessing these qualifications, a master's degree in psychology from a recognized college or university is a minimum requirement. If the minimum educational requirement is met, four years' qualifying professional psychology experience may be substituted for the doctoral degree in psychology and one years' experience.

This class is included as an Upward Mobility Program credential title.

Knowledges, Skills and Abilities

Requires extensive knowledge of the theories and assumptions underlying the field of psychology.

Requires working knowledge of the employing agency's rules and regulations governing the field of psychology.

Requires working knowledge of the application of psychology to social and emotional deviation, mental disease and rehabilitation of children and adults.

Requires working knowledge of psychological techniques and methods in diagnostic evaluations, psychotherapy and research.

Requires working knowledge of both normal and abnormal psychology.

Requires ability to cooperate and work harmoniously with recipients and other persons in the department and other services and professional disciplines in the institution or clinic.

Requires ability to properly interpret psychological information and to make sound recommendations.

Requires ability to secure psychological case information from persons examined, social agencies, and other sources.

Requires ability to administer, score and interpret psychological tests.

Requires ability to prepare complex written and oral reports.

In addition to having a written and spoken knowledge of the English language, candidates may be required to speak and write a foreign language at a colloquial skill level in carrying out position duties in conjunction with non-English speaking individuals.

May require the ability to communicate with the visually impaired by Braille and other recognized methods and with the hearing impaired by sign language and other recognized methods.

PSYCHOLOGIST III

POSITION CODE: 35613

DISTINGUISHING FEATURES OF WORK:

Under direction, serves in a leadership capacity to professional care staff on a continuous basis as a designated team leader or lead worker by assigning cases to other professionals, monitoring other professionals' work and providing guidance to other professionals; or, clinically supervises other Psychologists, Psychologist Interns and/or psychology students.

ILLUSTRATIVE EXAMPLES OF WORK:

1. As the designated team leader of a professional treatment team, directs, monitors and evaluates the work of the team; has overall responsibility for treatment planning of recipients; monitors professionals' quality and timeliness in their updating recipients' charts; chairs weekly team meeting.
2. As the designated lead worker of a unit, maintains a working knowledge of the needs and treatment plans of each recipient on the unit; provides guidance and direction to lower level professionals on how to meet the recipients' needs; trains lower level professional staff; provides information to the supervisor concerning the evaluation of performance of unit professional staff.
3. Clinically supervises Psychologists and psychology graduate students; oversees the delivery of psychotherapy services to recipients by reviewing and approving various duties performed by them (e.g., psychological testing, individual therapy, group therapy, behavior programming, planning for recipient discharge, linkage, aftercare, community placement); assures that the students/interns/externs follow correct medical procedures; may provide information to the supervisor concerning the evaluation of performance of the Psychologists.
4. In addition to the above responsibilities, may assume responsibility for a caseload, including cases of an advanced complexity level.
5. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to a doctoral degree in psychology from a recognized college or university supplemented by two years' professional psychology experience. For candidates not possessing these qualifications, a master's degree in psychology from a recognized college or university is a minimum requirement. If the minimum educational requirement is met, five years' qualifying professional psychology experience may be substituted for the doctoral degree in psychology and two years' experience. May require licensure as a Clinical Psychologist by the Illinois Department of Financial and Professional Regulation.

PSYCHOLOGIST III (Continued)

Knowledges, Skills and Abilities

Requires thorough knowledge of the theories and assumptions underlying the field of psychology.

Requires extensive knowledge of the employing agency's rules and regulations governing the field of psychology.

Requires extensive knowledge of the application of psychology to social and emotional deviation, mental disease and rehabilitation of children and adults.

Requires extensive knowledge of techniques, methods and principles followed in clinical psychology.

Requires extensive knowledge of the theory of both normal and abnormal psychology.

Requires ability to work cooperatively and effectively with staff members and recipients.

Requires the ability to train lower level staff in psychology principles and practices.

Requires ability to assist in coordinating the psychological program with the social service and other programs of a state institution.

Requires ability to instruct others in diagnostic, therapeutic remedial, counseling and research techniques.

Requires ability to plan and carry out complex psychological research and to plan evaluation projects as developments require.

Requires the ability to serve in a leadership capacity to less experienced professional care staff.

Requires ability to give, score and interpret psychological tests.

Requires ability to prepare complex written and oral reports.

In addition to having a written and spoken knowledge of the English language, candidates may be required to speak and write a foreign language at a colloquial skill level in carrying out position duties in conjunction with non-English speaking individuals.

May require ability to communicate with the visually impaired by Braille and other recognized methods and with the hearing impaired by sign language and other recognized methods.