

## SUPERVISING PSYCHIATRIST

**DISTINGUISHING FEATURES OF THE CLASS:** This is a professional, supervisory position that involves responsibility for supervising the psychiatric and medical personnel of the Mental Health Department. The incumbent participates in the development of policy, provides medical input in quality assurance activities, and participates in program evaluation. The work is done under the general direction of the Director of Community Mental Health Services. Does related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may do some or all of the following, as well as other related activities not described.

Meets regularly on both a group and individual basis with staff psychiatrists and physicians and provides supervision;

Recruits psychiatric/ medical staff;

Develops schedules for the psychiatric/ medical coverage of clinical programs;

Supervises the continuing education for medical personnel;

Participates in the development of information/ educational activities to expand service providers' knowledge of the prevention, detection and treatment of psychiatric, substance abuse and alcoholism disorders;

Participates in the development, implementation and monitoring of clinical policies and procedures;

May be designated to act for the Director in his absence;

Acts as a clinical instructor for professionals and non-professionals in assigned field studies;

Works with the management team in the development of policies and procedures, goals and objectives;

Serves as medical person in the quality assurance and utilization review processes;

May provide medical/ legal examinations and appear as an expert witness in court proceedings;

Engages in the diagnosis and treatment of clients.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Comprehensive knowledge of the practice of psychiatry; thorough knowledge of administrative and mental health supervisory practices; thorough knowledge of current psychiatric treatment and trends; ability to supervise and instruct psychiatric staff members; ability to develop good community relations; ability to write clear and concise reports;

ability to develop policies and procedures to support the provision of quality client care; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

- A. Possession of a license to practice medicine in the State of New York; **AND**
- B. Completion of residency in psychiatry; **AND**
- C. Three (3) years of post licensure experience in an inpatient or outpatient mental health program, or related experience; **AND**
- D. Demonstrated intention to complete all certification requirements of the American Board of Psychiatry and Neurology, and documentation of advancement in this process.

ULSTER COUNTY  
7018 SUPV PSYCH  
Classification: Competitive  
NUMGT

Adopted: June 2, 1992  
Revised: August 26, 1994