



NVIH POSITION DESCRIPTION

CLINICAL PSYCHOLOGIST		
CLASSIFICATION Part-Time	FLSA STATUS Exempt	DEPARTMENT Behavioral Health
DATE OF LAST REVIEW/REVISION November, 2015	ASSIGNED SITE Chico and Willows	REPORTS TO Behavioral Health Director
		SUPERVISES None

POSITION SUMMARY: The purpose of this position is to provide psychological services to eligible individuals. Services include: psychological testing, assessment and evaluation; individual, group, couples and family therapy; referrals; consultation; program planning; education and prevention service/activities under existing guidelines. These existing guidelines include: Medical staff bylaws, IHS Chapter 14, Mental Health Program Standards, and Privacy Act, which must be met. Judgment and initiative is required in selecting approaches and developing innovative solutions to clinical problems in spite of serious gaps in local and state resources for comprehensive services. The impact of this position is critical in terms of the quality of mental health services, the quality of patient care and the effectiveness of prevention efforts. Work is performed in a variety of settings, office, clinic, other program facilities, and community settings. Failure to carry out the duties and responsibilities of this position can have serious consequences for patient, their families and the community, alcoholism, child abuse, suicide, depression, schizophrenia, organic mental disorders and violence are problems which require expert diagnosis, intervention and treatment and in which the failure to provide quality care results in greater harm to patients, families and the community.

ESSENTIAL JOB FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills, and other characteristics. The list that follows is not intended as a comprehensive list, but rather to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.

1. Provides the full range of psychological services to patients seen in NVIH delivery system. Consults with physicians, social workers, public health nurse, other psychologists regarding the evaluation and treatment of the patients. Specific recommendations are made regarding the treatment program appropriate responses and specific environmental factors that will improve learning, reduce anxiety, and/or change negative behavior.
2. Provides psychological assessment, testing, and evaluation, referral, consultation, program planning, chemical dependency counseling/education, prevention service/activities, individual, couples, group and family therapy.
3. Interact with clients to provide assessment, testing, diagnosis treatment, case management, follow up and treatment planning, with physicians to provide consultation,
4. Coordinate referrals and deal with medical staff around the management of patients who are taking psychotropic medication. Coordinate with Behavioral Health Department Social Worker and Alcohol Substance Abuse staff to develop continuity of care, coordinate referrals and provide case consultation.
5. Collaborates and cooperates in a professional manner with co-workers, other departments and other agencies in order to assure effective continuity of care and services.
6. Prepares and maintains mental health notes and narrative reports of mental health activities (in the appropriate charting format). Maintains clients' records as part of the Medical records system and follows federal Privacy Act and HIPAA regulations regarding the protection of records and maintenance of client confidentiality. Completes outpatient care component forms for client contacts.
7. Maintain personal contacts with patients, families, tribal officials, and NVIH disciplines. Additional contacts include representatives of other federal, state, and local health and welfare agencies.
8. Observes the Confidentiality/Privacy Act as required by NVIH, Tribal, State and Federal Regulations and laws.
9. Participates in department Quality Assurance planning and implementation.
10. Other duties as assigned.

All who work for NVIH are expected to:

- Provide the highest possible level of service to clients;
- Promote teamwork and cooperative effort among employees;
- Maintain safe practices; and
- Abide by the NVIH's policies and procedures as they may from time to time be updated.

EDUCATION, EXPERIENCE, CERTIFICATIONS, AND LICENSES:

1. Doctoral degree in psychology required.
2. Licensure as a clinical psychologist
3. Professional expert knowledge of psychological theories, principles.
4. Able to participate in evaluation, diagnosis, individual, group and family psychotherapy, crisis intervention, consultation, prevention and research such as would be obtained in a doctoral program in psychology and in a clinical internship practice.
5. Ability to communicate with school children of all ages.
6. High degree of skill in the psychological assessment and evaluation of children and youth.
7. Current BLS CPR.
8. Must have reliable transportation.

Indian preference. Preference in filling vacancies will be given to qualified Indian applicants in accordance with Indian Preference Act (Title 25, U.S. Code Section 472 & 473). In other than the above, Northern Valley Indian Health, Inc., is an Equal Opportunity and At Will Employer

MATERIAL AND EQUIPMENT USED:

Computer E-Mail Telephone Voice Mail Fax Machine

PHYSICAL ACTIVITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- a. **Sitting / Mobility:** Approximately 70% of time is spent working at a desk. Balance of time (approximately 30%) is spent moving around work areas.
- b. **Communication:** Ability to effectively communicate with co-workers, Board members, members of outside agencies, in person, by telephone, and by email.
- c. **Vision:** Ability to effectively use a computer screen and interpret printed materials, memos, and other appropriate paperwork.
- d. **Lifting / Carrying:** Ability to occasionally lift and/or move objects weighing no more than 25 pounds.
- e. **Stooping / Kneeling:** Ability to access files/stock supplies in low cabinets and shelves.
- f. **Reaching / Handling:** Ability to input information into computer systems and retrieve and work with appropriate paperwork, equipment, and supplies.

IMPORTANT DISCLAIMER NOTICE

The job duties, elements, responsibilities, skills, functions, experience, educational factors and the requirements and conditions listed in this job description are representative only and not exhaustive of the tasks that an employee may be required to perform. The employer reserves the right to revise this job description at any time and to require employees to perform other tasks as circumstances or conditions of its business, competitive considerations, or work environment change.

ACKNOWLEDGEMENT: I have received and reviewed a copy of the Clinical Psychologist position description. I understand that this position description is not a contract of employment and in no way changes the at-will nature of my employment relationship with Northern Valley Indian Health, under which either NVIH or I may terminate the employment relationship at any time, for any reason, with or without cause or notice.