

SUPERVISING PSYCHIATRIST/MEDICAL DIRECTOR 201

DISTINGUISHING FEATURES OF THE CLASS: This position involves providing professional medical and psychiatric services, including supervision, consultation, and education for patients receiving services through a Community Mental Health Agency. The incumbent will also be responsible for overseeing medical staff (including physicians and nurses) in the performance of medication management or other medical duties. The Supervising Psychiatrist/Medical Director exercise independent professional judgment while working under the direction of agency administrative staff.

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 perform some or all of the following, as well as other related activities not described.*

Engages in the diagnoses and treatment of patients including participating in staffing and case reviews;

Assigns patients to appropriate treatment staff;

Supervises, coordinates, and provides coverage, as determined by the department, for emergency psychiatric services during other than normal working hours;

Refers patients to other professionals for appropriate treatment;

Provides medical quality assurance regarding psychiatric evaluations, medication management, and other medical procedures;

Plans and organizes the in-service training of professionals and non-professionals;

Participates with management team regarding the coordination of services and development of Letters of Agreement with other agencies;

May function as the leader of interdisciplinary treatment team;

Promotes community mental health education;

Makes reports and recommendations to practicing physicians about patients involved in the community mental health program;

Supervises completion of required medical documentation and client case records;

Provides referral information to alternate placement facilities;

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

May be designated to act for the Community Services Director in his or her absence;

May act as a clinical instructor for professionals and non-professionals in assigned filed studies;

Participates in information and educational community activities to further community knowledge in the detection and prevention of psychiatric disorders;

Chairs the Medical Committee and participates in Special Review, Utilization Review, and any other committees as necessary.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Comprehensive professional knowledge of the practice of psychiatry; thorough knowledge of current psychiatric treatment and trends including medication management; ability to develop good community relations; ability to write clear and concise reports; ability to exercise sound judgment in evaluating patient condition and making decisions on an appropriate course of treatment; ability to oversee quality assurance functions relating to psychiatric evaluations, medication management, and other procedures performed by medical staff employed in a community mental health agency; integrity and professional ethics.

MINIMUM QUALIFICATIONS: Possession of a license to practice medicine in the State of New York and possession of a valid certificate in psychiatry issued by the American Board of Psychiatry and Neurology, and at least two (2) years of experience in the practice of psychiatry (reference: 14 NYCRR §585.4).