

## DIRECTOR OF CLINICAL SERVICES

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class directs the daily clinical operations of a community service center such as intake, case assignment, diagnosis, treatment and referral to assure appropriate and high quality psychiatric treatment to all patients. Responsibilities include supervising and providing psychiatric services to those emotionally disturbed or mentally disabled persons in the community who are eligible for the services offered by the center. Supervision is exercised over professional staff. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Directs the professional care of the patient population of the center in accordance with New York State regulations;

Supervises and participates in the diagnosis and treatment of all patients treated in the Community Service Center to ensure quality service to all patients;

Supervises all clinical activities of the Community Service Center, including intake, case assignment, diagnosis, treatment and referral;

Represents the Community Service Center in the medical and psychiatric community and maintains good relationships with community agencies;

Keeps abreast of new developments in the field and recommends new programs of care to the Director of Community Service Operations;

Supervises the referral of patients to other agencies;

Provides emergency consultation for new patients or patients in crisis and psychiatric consultation for the courts;

Provides pharmacotherapy for patients seen in psychotherapy by nonmedical clinicians;

Supervises the instruction of psychiatric students and interns and provides training to staff on current mental health practices.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Comprehensive professional knowledge of the practice of psychiatry; thorough knowledge of current psychiatric treatment and trends; thorough knowledge of supervisory practices; ability to supervise and instruct staff members; ability to develop good community relations; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from an approved medical school, completion of an approved internship and approved three year residency in psychiatry or neurology, and five years of psychiatric clinical experience.

SPECIAL REQUIREMENT: Possession of a license to practice medicine in New York State and either possession or eligibility for possession of a valid certificate in psychiatry issued by the American Board of Psychiatry and Neurology.