

POSITION DESCRIPTION**PSYCHIATRIST**

Medical Services
Region Ten Community Services Board

CLASSIFICATION TITLE: Psychiatrist

General Statement of Responsibilities:

This is a FSLA exempt position. The incumbent provides quality psychiatric evaluation and treatment of patients on various Region Ten teams as assigned. He/she provides supervision and consultation to other members of the clinical staff and other agencies by review of case presentations, disposition meetings and collaboration in treatment planning especially in the areas of differential diagnosis, psychiatric treatment, neurological, medical and medico-legal issues.

The incumbent reports to the Region Ten Medical Director and receives general supervision only, rarely referring specific situations to the supervisor unless clarification or interpretation of policy is needed. The incumbent will perform in accordance with licensure standards, professional ethics and established Region Ten policies.

The HIPPA access level for this position is Level Two

The essential functions of this job are starred below (*) under "Major duties."

Major Duties:

1. *Provides clinical services through:
 - a. Evaluation, diagnosis, and participation in the formulation of a treatment plan.
 - b. Prescription and management of psychotropic medications and, infrequently, general medical medications. May be required to prescribe ongoing medications for patients not yet seen by a Region Ten psychiatrist or other prescriber for purposes of continuity of care based on current documentation from the previous prescriber.
 - c. Recommendations for other treatments (medical, psychotherapeutic, social, etc.)
 - d. Consultation to non-medical staff
2. *Provides consultation/supervision to clinical staff and volunteers on psychiatric and medical issues by review of case presentations, disposition meetings, and collaboration in treatment planning.
3. *Maintains medical records through write-up of Psychiatric Evaluations, daily progress notes, signing of Case review documentation, assisting in medical chart review and revision, as well as Quality Assurance activities.
4. *Provides consultation to other agencies around clinical issues as indicated.
5. *Performs other duties which may include: forensic evaluations, report writing, supervision of psychiatric residents and trainees from other disciplines, phone calls, calling in prescriptions, handling crisis, etc.
6. *Reads all agency communication (i.e. Staff Notes, e-mail, etc.)
7. *Reviews and signs various forms in the record as required. These may include signing form(s) in the records of Region Ten patients that the staff psychiatrist has not personally evaluated or for whom he/she does not regularly provide care, but who are served by other Region Ten prescribers.

QUALIFICATIONS:

The incumbent is required by laws of the Commonwealth to have an M.D. degree, and a license to practice medicine in Virginia. He/she must show completion of an accredited Psychiatric residency and eligibility or certification by the American Board of Psychiatry and Neurology. In addition, the incumbent must possess the following knowledge, skills, and abilities:

Knowledge of: psychiatric illness and wellness, some general medical knowledge pertinent to differential diagnosis; working on multi-disciplinary team; role of psychiatrist in CMHC.

Skills in: psychiatric diagnosis and treatment; consultation and collaboration with other mental health professionals; administrative and clinical supervision.

Abilities to: provide psychiatric evaluation and treatment; interpret policies accurately and diplomatically; communicate effectively with a wide range of personalities.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS

This position is evaluated according to the Clinical Provider Performance Evaluation Standards.

PSYCHIATRIST

Office of the Executive Director – Medical Services – Region Ten Community Services Board

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POSITION LOCATION: Region Ten Community Services Board
800 Preston Avenue
Charlottesville, VA 22903

And other locations as assigned

POSITION ORGANIZATION CHART

Medical Director
|
Psychiatrist

GRADE: 23

SCHEDULE:

Position Description Updated: May 11, 2018

I have reviewed this job description and acknowledge the duties as well as the KSA (knowledge, skills, abilities) included in this description. I also understand the performance standards as they apply to this position.

Signature

Name Printed

Date