

PSYCHOLOGICAL ASSISTANT**Nature of Work**

Under general supervision, performs paraprofessional work at the full-performance level as an assistant to a supervising psychologist. Assists by performing routine duties such as conducting and scoring tests and conducting intake interviews. Performs related work as required.

Examples of Work

- Develops group and individual treatment plans.
- Conducts psychological tests with clients as needed.
- Initiates referral procedures by interviewing clients, determining need for medical, psychological or social services and contacting appropriate units.
- Conducts mental status interviews.
- Participates in periodic unit staffing to help determine placement and treatment plans.
- Provides information about client's progress.
- Conducts initial assessments of new clients and documents findings in the ward charts.
- Develops psychological evaluations with minimal supervision.
- Counsels clients and families in developing plans to modify behavior.
- Develops behavior modification plans.
- Co-leads group therapy with limited supervision.
- Provides individual therapy with supervision via video or audio link or live observation.

Knowledge, Skills and Abilities

- Knowledge of psychological testing procedures.
- Knowledge of mental status interview techniques.
- Knowledge of individual and group therapy techniques.
- Knowledge of theories of human growth and development.
- Knowledge of standards, practices and methods of psychology.
- Knowledge of departmental programs and goals.
- Ability to work with and secure the cooperation of the mentally or physically disabled.
- Ability to relate effectively to clients.
- Ability to communicate effectively, both orally and in writing.

Minimum Qualifications

TRAINING Graduation from an accredited four-year college or university with a major in psychology.

Established: 8/20/92
Effective: 12/16/92