

**DUTY STATEMENT
DEPARTMENT OF MENTAL HEALTH
PATTON STATE HOSPITAL**

Neuropsychology Postdoctoral Fellow

JOB CLASSIFICATION: PSYCHOLOGIST (HEALTH FACILITY-CLINICAL-SAFETY)

1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

The class of Clinical Psychology Intern is a training class established to provide limited term employment offering supervised experience in clinical psychology.

The Neuropsychology Postdoctoral Fellow (hereafter “Postdoctoral Fellow”) is an individual who, at a minimum, has earned a doctoral degree in clinical psychology, completed an accredited internship of at least 1800 hours, and is currently pursuing advanced education, training and experience in clinical psychology in the specialty area of neuropsychological practice.

As an Affiliate Member of the Patton State Hospital Psychology Service, the Postdoctoral Fellow adheres to the following Patton State Hospital documents: the Psychology Service Rules and Regulations; the Bylaws of the Medical Staff; the Administrative Directives, and the policy and procedures manuals. The Postdoctoral Fellow aspires to the highest standards of the profession through her/his practice to, the laws and regulations governing the practice of psychology in the state of California.

During the course of training, the Neuropsychology Postdoctoral Fellow is expected to develop specialized professional competence to deal with neuropsychological issues in a psychiatric setting. Inasmuch as the fellowship is a training program, the Postdoctoral Fellow is not privileged to practice independently within Patton State Hospital or affiliated sites. All direct psychological services are provided under the supervision, hospital privileges, and professional license of a Postdoctoral Fellowship Faculty Member. All written work products, including reports, consultation, and progress notes are countersigned by the licensed psychologist or board certified psychiatrist who provided clinical supervision for that work.

Within these guidelines, the Clinical Psychology Intern is assigned duties that include, but are not limited to the following (time percentages are approximate and subject to change during extramural rotations):

- 50% Psychological Evaluation and Assessment. Under supervision, the postdoctoral fellow conducts psychodiagnostic interviews and psychological assessments. **The postdoctoral fellow administers, scores, interprets, and writes up a wide variety of psychological assessment instruments including measures of intellectual functioning, neuropsychological functioning, personality/psychopathology, and forensic assessment instruments. The postdoctoral fellow writes psychological assessment reports that accurately and concisely integrate and communicate information from chart reviews, interview data, mental status exams, testing data, and collateral sources.**
- 5% Individual and Group Psychotherapy. As co-therapist and supervised therapist, **the postdoctoral fellow conducts individual and group psychotherapy with hospitalized patients**, adding and refining skills required of a psychotherapist. The intern prepares, with the supervisor, progress reports for the medical record.
- 20% Applied Psychological Research. The intern participates in one of the ongoing applied psychology research groups. **The postdoctoral fellow assists with all aspects of applied clinical research projects including submission of research protocols to the Committee for the Protection of Human Subjects, literature reviews, data collection and coding, data entry into SPSS, research design, statistical analyses with SPSS, and manuscript preparation.**
- 10% Interdisciplinary Team Staffings and Consultations. Under supervision, the postdoctoral fellow attends select patient staffings and unit team meetings to develop skills in consultation and staff decisions regarding patient disposition and court referrals for community outpatient care. The postdoctoral fellow will become familiar with the writing of court reports and other forensic procedures, including court hearings. In addition to participating in interdisciplinary team staffings, the postdoctoral fellow participates as an Affiliate Member in the professional meetings of the Psychology Services Staff, gaining experience with professional issues including quality improvement audits, ethics and current mental health concerns. The postdoctoral fellow attends lectures and workshops as arranged during the year and sponsored by the hospital.
- 15 % Psychology Seminars. The postdoctoral fellow attends weekly seminars conducted by the psychology staff. The postdoctoral fellow presents case material and gains expertise in a wide variety of professional topics that are included in didactic lectures as well as in the clinical discussions.

2. **SUPERVISION RECEIVED**

The Clinical Psychology Intern (postdoctoral fellow) works under the general and specific clinical direction of the Psychology Fellowship Director and clinical supervisors as assigned. The Clinical Psychology Intern (postdoctoral fellow) is administratively responsible to the Fellowship Director and to the Chief of the Psychology Department. All training programs in the hospital receive functional guidance from the Chief of Professional Education, as appropriate.

3. SUPERVISION EXERCISED

None

4. KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

The basic principles and techniques of clinical psychology.

ABILITY TO:

Under supervision, perform the duties of a doctoral psychologist in training in the field of psychology, e.g., provide individual and group therapy, consultation, psychological assessments, gather and analyze data, establish and maintain effective working relationships, communicate effectively.

5. REQUIRED COMPETENCIES

INFECTION CONTROL

Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR

Maintains current certification.

AGE SPECIFIC

Provides services commensurate with age of patients / clients being served. Demonstrates knowledge of growth and development of the following age categories:

Pediatric Adolescent Adult Geriatric

THERAPEUTIC STRATEGIES AND INTERVENTIONS

Applies and demonstrates knowledge of correct methods in managing aggressive and/or assaultive behavior using the Therapeutic Strategies and Interventions (TSI) approach, which is taught during the New Employee Orientation and during additional Staff Development Trainings.

RESTRAINT/SECLUSION

Demonstrates knowledge of criteria and appropriately uses, applies, and removes restraint and/or seclusion using appropriate TSI methods.

CULTURAL AWARENESS

Demonstrates awareness to multicultural issues in the workplace that enable the employee to work effectively.

SITE SPECIFIC COMPETENCIES

During the course of training, the Clinical Psychology Intern (postdoctoral fellow) gains supervised training and experience in clinical psychology with some specialized knowledge of treatment of the severely mentally ill and of forensic issues.

TECHNICAL PROFICIENCY (SITE SPECIFIC)

The Clinical Psychology Intern (postdoctoral fellow) attends three weekly seminars dealing with application of assessment techniques, psychotherapy, cross-cultural, and forensic issues to expand competency in all areas of clinical practice. Fellows are expected to have competencies in word processing (e.g., Microsoft Word), use of spreadsheets (e.g., Microsoft Excel), and statistical data software (e.g., Statistical Package for the Social Sciences; SPSS).

6. LICENSE OR CERTIFICATION

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

NOT APPLICABLE - Note: The Clinical Psychology Intern (postdoctoral fellow) typically gains supervised qualifying predoctoral licensure hours required to take the national psychology licensing examination. The Clinical Psychology Intern (postdoctoral fellow) does not provide services independently, working only under the supervision and counter signature of a licensed practitioner.

7. TRAINING - Training Category = Limited Contact

The employee is required to keep current with the completion of all required training.

8. WORKING CONDITIONS

The employee is required to work only hours when a psychology supervisor (or acting

supervisor) is available, and when required, this employee shall work or float to other work locations as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

Employee Signature

Print Name

Date

Supervisor Signature

David Glassmire, Ph.D.
Print Name

4/22/21
Date

Chief, Department of Psychology

Jette Warka, Ph.D.
Print Name

4/22/21
Date