

COUNTY OF SOLANO

CLASS SPECIFICATION

PSYCHIATRIST/ PSYCHIATRIST (Board Certified)

CLASS SUMMARY:

Under general direction, performs psychiatric evaluations to assess and diagnose the medical/psychiatric needs of patients, and develop treatment and interventions plans, including psychotropic medication strategies, and evaluates progress; performs and monitors a variety of administrative, programmatic, and clinical tasks/functions in support of assigned program areas/division services; and acts as a positive and cooperative team member and resource within the Behavioral Health Services Division/Health and Social Services Department.

DISTINGUISHING CHARACTERISTICS:

This class is distinguished from the:

- Behavioral Health Medical Director class, which is responsible for planning, organizing and supervising the medical component of services offered by the Behavioral Health Division within the County's Health and Social Services Department;
- Nurse Practitioner/Physician's Assistant class, which performs duties under the general direction of a physician, to assess and diagnose the medical/psychiatric needs of patients, and develop treatment and interventions plans, including psychotropic medication strategies, and evaluate progress;
- Board Certified Child Psychiatrist class, which differs in the focus of treatment and treatment option available because of the age of the clients being served.

SUPERVISION RECEIVED AND EXERCISED:

- Supervision is provided by a Behavioral Health Medical Director.

AND

- Employees in this class may provide technical supervision to professional staff or contracted staff working in County programs.

ESSENTIAL DUTIES: This class specification represents the core area of responsibilities; specific position assignments will vary depending on the needs of the department.

- Performs psychiatric evaluations of clients' mental/emotional health status and develops appropriate treatment/therapy plans based on diagnoses of symptoms and behaviors.
- Prescribes appropriate psychotropic medications based on clients' diagnoses and psychiatric evaluations; monitors clients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule.
- Oversees and monitors the work of in-house and contract clinicians and therapists; reviewing success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to clients' needs and symptoms.

- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, program services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding psychiatric illness, diagnosis, treatment, and services available.
- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures.
- Counsels assigned clients: discusses treatment options with clients and provides necessary information for educated decision-making process.
- Represents the Behavioral Health Division/assigned program area(s) to other agencies/organizations, local communities, professional groups and committees, schools, clients, and the general public; acts as primary and major resource regarding professional services/assigned program(s); responds to inquiries; and promotes the Division's mission and goals.
- Establishes and maintains open communications with other department/division programs, projects, and work teams; coordinates data and resources as necessary and upon request in support of a productive and positive working environment.
- Performs other duties of a similar nature or level as assigned.

EDUCATION AND EXPERIENCE:

Experience: Successful completion of a three or four-year psychiatry residency program that is accredited by the Accreditation Council for Graduate Medical Education (ACGME)

LICENSING, CERTIFICATION AND REGISTRATION REQUIREMENTS:

- Applicants are required to possess a valid license as a physician and surgeon issued by the State of California.
- Some positions in this class will require the applicant to possess a valid California driver's license, Class C, by the time of appointment.

For Board Certified Psychiatrist: Possession of a valid certification as a Psychiatrist by the American Board of Psychiatry is required.

Note: All licenses, certificates and registrations must be kept current while employed in this class. This may include the completion of continuing education units to maintain the required registration in good standing. Employees must keep their licenses, certifications and registrations current and failure to do so may constitute cause for personnel action in accordance with Civil Service Rules or applicable bargaining agreement.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Standard and accepted principles and practices of mental health systems and programs, with an in-depth understanding of clinical issues.
- Standard and accepted application of psychotropic pharmacology.

- Standard and accepted principles and practices of leadership, motivation, team building and conflict resolution.
- Pertinent local, state and federal rules, regulations and laws.
- Techniques used in individual and group psychotherapy.
- Standard and accepted principles and practices of modern psychiatric policies and practices.
- Basic budgeting procedures and techniques.
- Basic principles and practices of supervision, training and personnel management.

Skill and/or Ability to:

- Organize and manage the work of clinicians and therapists in the appropriate care and treatment of clients.
- On a continuous basis, perform psychiatric evaluations, develop diagnoses and recommend rehabilitative therapy.
- On a continuous basis, sit at a desk and in meetings for long periods of time. Intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone and communicate through written means.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Gain cooperation through discussion and persuasion.
- Interpret and apply County and department policies, procedures, rules and regulations.
- Supervise, train and evaluate personnel.
- Communicate clearly and concisely, both orally and in writing.
- Work with various cultural and ethnic groups in a tactful and effective manner.
- Establish and maintain effective working relationships with those contacted in the performance of required duties.
- Ability to use a computer to utilize electronic health record and e-prescribing systems.

PHYSICAL REQUIREMENTS:

- **Mobility and Dexterity:** This class typically requires employees to perform the following: stooping, kneeling, reaching, occasional standing, occasional walking, pushing, pulling, fingering, grasping, feeling (i.e. sense of touch), and repetitive motion.
- **Lifting, Carrying, Pushing and Pulling:** Employees in this class exert up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.
- **Vision:** This class typically requires employees to have close visual acuity, with or without correction, to prepare and analyze data and figures, transcribe, view a computer screen, read, etc. This class requires employees to have depth perception in order to operate a motor vehicle. This class requires employees to have depth perception in order to operate a motor vehicle.
- **Hearing/Talking:** This class typically requires employees to perceive the nature of sounds at normal speaking levels with or without correction and have the ability to

receive detailed information through oral communication. Employees in this class are also required to be able to communicate to express or exchange ideas.

WORKING CONDITIONS:

- Office Work: Employees in this class will most often be working in an office setting.
- Work in a Medical Clinic Facility: Employees in this class will be working in a medical clinic facility and thus will be subject to exposure to chemicals, toxic agents, blood and other bodily fluids, and communicable diseases. There may also be occasional exposure to extreme temperatures, inadequate lighting, and workspace that restricts movement.
- Disruptive/Confrontational Human Contacts: Employees in this class may be subject to disruptive or confrontational people.
- Traffic Hazards: Employees in this class may be required to operate a vehicle and thus will be subject to traffic hazards while driving.

OTHER REQUIREMENTS:

- Background Checks: The County may conduct a background check and a reference check on candidates prior to appointment to a position within this class. The background check may include the State of California Department of Justice, the Federal Bureau of Investigation (FBI), the Child Abuse Central Index (CACI), and criminal checks in any City/County where the applicant has lived, worked or gone to school.
- Independent Travel: Incumbents may be required to travel independently, for example, to perform work at other work sites, to attend meetings with other County employees, to attend meetings with community organizations, etc.
- Elder Abuse Reporting: Selectees for employment must, as a condition of employment, sign a statement agreeing to comply with Section 15630 of the California Welfare and Institutions Code relating to elder abuse reporting.



Interim Director of Human Resources

- Date Approved by the Director of Human Resources: 7/26/2019, 6/1/2020
- Date Class Title added to the Listing of Classes & Salaries by the Board of Supervisors: 06/01/2001
- Date(s) Revised: 06/01/2001, 07/26/2019, 6/1/2020
- Class Codes: 333090, 333140