

FRESNO COUNTY SUPERINTENDENT OF SCHOOLS
CLASSIFIED POSITION¹

JCN: 349
Range: 695
EXEMPT

PSYCHIATRIST

BASIC FUNCTION:

Under the direction of the All-4-Youth Director of Clinical Services, evaluate and diagnose youth for medical and psychiatric needs and implement treatment plans for mental, emotional, and behavioral health disorders in collaboration with assigned treatment team; treat youth with psychotherapeutic methods, prescribe psychotropic medications, and monitor, and evaluate treatment results and progress; maintain records by documenting symptoms, medications, treatment, and progress.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

- Analyze data and results of assessments to diagnose patients.
- Assess and screen patients by conducting psychiatric evaluations, including interviews, medical histories, physical exams, observations, and psychological testing.
- Assist patients by evaluating medical and psychosocial conditions.
- Collaborate with treating clinician on diagnosis and treatment.
- Collaborate with treatment team from a lens that supports an integrated approach, blending a medical model within the educational system for optimal mental health service delivery while reducing barriers and limitations to care for youth served.
- Complete all necessary clinical documentation in an accurate and timely manner, entering into designated electronic health record system(s).
- Complete audits, including medication monitoring, chart reviews, summaries of findings, and corrections as needed for quality improvement.
- Develop a treatment plan, measure progress against the plan, and make adjustments as needed.
- Develop and implement treatment plans, including prescription of psychotropic medications.
- Develop treatment plans by determining the nature and extent of cognitive, emotional, developmental, social, and behavioral disorders and establishing treatment goals and methodologies.
- Enhance department and organization reputation by accepting ownership for accomplishing new and different requests and exploring opportunities to add value to job accomplishments.
- Ensure quality and safe service delivery for youth (patients) and staff by enforcing policies, procedures, standards, rules, and legal regulations; participating in utilization reviews; and remaining available for emergency consultations.
- Ensure that Treatment Authorization Requests (TAR) and Judicial Council forms (JV 220 and JV 223) are current prior to prescribing.
- Evaluate youth by interviewing youth, family, and other persons; conduct physical examinations; observe behaviors; review medical history and related documents; select, administer, and interpret psychological tests; and order laboratory tests and evaluate results.
- Follow policies and procedures for incident reporting, child abuse and mandated reporter obligations, safety planning, root cause analysis and external reporting.
- Implement an integrated approach that blends a medical model within the educational system for optimal mental health service delivery to reduce barriers and increase access to care.

¹Unrepresented

- Improve staff competence by providing training and discussions regarding the interrelationship between psychosocial and physiological problems, psychotropic medications, crisis intervention, and related issues.
- Maintain historical records by documenting symptoms, medications, and treatment events and writing summaries.
- Maintain interdisciplinary treatment by reviewing and adjusting treatment plans and assessing progress, and coordinating, consulting, and collaborating with primary care physicians, mental health therapists/clinicians, nurses, other health care providers, and school psychologists/school counselors and other disciplinary team members around treatment and care.
- Monitor and evaluate treatment results.
- Monitor patients to determine efficacy and potential side effects of medications.
- Prescribe and administer medications according to diagnosis.
- Provide both in-person and telehealth services.
- Provide crisis intervention as needed.
- Provide timely prescriptions as needed.
- Treat youth by utilizing psychotherapeutic methods and medications; discuss progress toward goals with youth; provide instructions; monitor effect of medications; and supervise staff (as applicable) provision of services.
- Update job knowledge by participating in continuing medical educational opportunities, reading professional publications, maintaining personal networks, and participating in professional organizations.
- Attend and participate in a variety of assigned meetings, committees, conferences, in-services and/or special events.
- Comply with schedules, policies, regulations, procedures, orders, and directives of the County Superintendent.
- Exhibit professionally appropriate interpersonal skills including but not limited to tact, patience, flexibility and courtesy.
- Maintain a safe work environment.
- Operate a variety of office equipment, including but not limited to a computer and assigned software applications.
- Serve as a liaison between County Superintendent and administrators, personnel, outside organizations or the public concerning assigned area.
- Serve as a technical resource concerning assigned program, function or instructional area.
- Work collaboratively and maintain effective working relationships with others in the course of work in assigned area.

OTHER DUTIES:

- Drive a vehicle to conduct work, using own transportation.
- Perform related duties as assigned.
- Travel within Fresno County, statewide and/or nationwide.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Behavioral health principles and practices, rules and regulations affecting children's services programs.
- CPR/AED/First Aid methods and procedures.
- Community health systems and management.

- Cultural factors that may impact presentation of medical, mental, or behavioral health issues and an ability to be empathetic and responsive to these needs.
- Family Educational Rights and Privacy Act (FERPA).
- General medicine and psychiatry.
- Health Insurance Portability and Accountability Act (HIPAA)
- Proper English usage, grammar, spelling, punctuation and vocabulary in all forms of communication.
- State Education Code, local, state and federal laws, codes, regulations and requirements and county office organization, operations, policies and objectives as related to assigned activities and/or instructional area.
- Theoretical and technical aspects of field of specialty.

ABILITY TO:

- Administer medical care.
- Build relationships, be empathetic, understanding, and knowledgeable.
- Display discretion.
- Exemplify appropriate “bedside manner”, demonstrating ability to explain treatment in terms that the youth and family can understand and where they feel heard.
- Learn applicable laws, codes, rules and regulations related to assigned activities.
- Learn basic concepts of child development and typical behavior characteristics.
- Maintain accurate records.
- Meet schedules and timelines.
- Observe health and safety regulations.
- Analyze and evaluate situations accurately and adopt an effective course of action.
- Communicate effectively, utilizing reflective listening skills and communicating well both orally and in writing.
- Drive a vehicle to conduct work.
- Ensure proper and timely resolution of issues, concerns and conflicts.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Maintain consistent, reasonably regular, punctual attendance consistent with federal, state and local standards.
- Safely and successfully perform essential job functions consistent with federal, state and local standards, including meeting qualitative and/or quantitative productivity standards.
- Work confidentially and with discretion.
- Work independently with minimal direction.

EDUCATION AND EXPERIENCE:

EDUCATION:

- A Medical Degree from an accredited medical school.
- Successful completion of a psychiatric residency or a family medicine/psychiatry residency in an Accreditation Council for Graduate Medical Education (ACGME) approved residency program and fellowship in child/adolescent psychiatry.

EXPERIENCE:

- Knowledge of and experience in clinical skills.
- Excellent knowledge and experience with current Diagnostic and Statistical Manual of Mental Disorders (DSM) criteria.
- Two (2) years’ experience working full-time as a psychiatrist in child/adult psychiatry.

LICENSURE AND OTHER REQUIREMENTS:

- Current and valid board certification in psychiatry (BC/BE American Board of Psychiatry and Neurology).
- Current and valid California state medical license as MD or DO.
- Current and valid California DEA registration/license.
- Current Malpractice/Liability Insurance \$1,000,000/\$3,000,000.
- Valid California driver's license; when driving for work, maintain automobile liability insurance in accordance with California Insurance Code section 11580.1 or maintain other statutorily authorized financial responsibility.
- Enroll in the California Department of Motor Vehicles Government Employer Pull Notice Program at time of hire and throughout employment with the County Superintendent.

WORKING CONDITIONS:**ENVIRONMENT:**

- Drive a vehicle to conduct work, using own transportation.
- Office and/or school facility environment.
- Regular interruptions.
- Small and large group meetings.

PHYSICAL DEMANDS:

- Bending at the waist, kneeling or crouching; climb or balance.
- Eyesight corrected or uncorrected sufficient to read a variety of materials including but not limited to fine print.
- Hearing with or without use of hearing aid(s) sufficient to hear any conversation with others; understandable voice and speech patterns.
- Manual dexterity and coordination sufficient to operate office and/or classroom equipment.
- Sitting, standing and/or walking for extended periods of time.
- Use hands to handle and/or feel; reach with hands and arms.
- Must frequently lift, push, pull or carry up to ten (10) pounds and occasionally lift and/or move up to twenty-five (25) pounds.

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this position, subject to reasonable accommodation.

HAZARDS:

- Potentially harmful outbursts from youth.

This position description may not be an exhaustive list of all duties, knowledge, or abilities associated with this classification; however, it is intended to accurately reflect the principle job elements. Related duties, knowledge, or abilities to those expressly stated may also be required for successful performance of the position.

APPROVED:

Effective: 08/01/2022

Revised: 07/01/2023