

MEDICAL DIRECTOR-MENTAL HEALTH

TOMPKINS COUNTY

Department Mental Health
Classification Competitive
Labor Grade U(91)
Approved CA041-94, 4/19/94
Revised _____
By AF, Commissioner of Personnel
BBP Risk Factor 2

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for the psychiatric and other medical services of the Mental Health Center. Applies psychiatric expertise to the planning, coordination and operation of the mental health and mental retardation services provided within Tompkins County. Makes recommendations to the Commissioner of Mental Health towards attaining an effective and comprehensive community mental health and mental retardation program. Assists the Commissioner of Mental Health Services in direct services and duties of the Local Government Unit. The incumbent exercises general supervision over the Psychiatrists and the Program Directors. Acts as a Deputy for Clinical Services. Does related duties as required.

TYPICAL WORK ACTIVITIES:

Assures that all clients/patients receive medical screening and appropriate evaluation, diagnosis and treatment;
Participates in the development of policies and procedures necessary to assure that all clinical staff receive appropriate clinical supervision;
Exercises general supervision over the physicians;
Assures that the quality of services provided is proper;
Assures the appropriate implementation of clinical staff development and staff training;
Assures the appropriate privileging and regular review of all clinical staff;
Assists the Commissioner of Mental Health Services in direct service and duties of Local Government Unit;
Liaison with the community physicians, hospital staff and other professionals and agencies;
Develops and maintains, whenever possible, educational programs in concert with various medical schools and community educational programs;
Provides in-patient and emergency service assessments and treatment as required by the Commissioner of Mental Health Services;
Psychiatric consultation with individual patients;
Emergency medical and psychiatric services;
Psychiatric consultation, examination and emergency backup for law enforcement agencies and courts within the county. Court evaluations as requested. Hospital commitments as indicated. Execute backup arrangements for the preceding services, as planned with the Commissioner;
Reviews, alters or approves all clinical treatment plans for patients served in programs of the Department of Mental Health;
Provides community-based evaluations and treatment plans; and
Works with the Commissioner in the preparation of a common system of evaluation (to include accountability) of mental health, mental retardation and alcoholism services.

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FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Comprehensive knowledge of the modern theory and practice of psychiatry;
Thorough knowledge of basic psychiatric sciences, community psychiatry, medical and social psychology, psychopathology, psychotherapy and the function and pertinent pathology of the nervous system;
The ability to evaluate the effectiveness of services designed to prevent psychiatric disabilities and to promote care, treatment and training appropriate for this purpose;
Thorough knowledge of local ordinances, state and federal laws bearing on the care and treatment of persons with mental disabilities or disorders;
Ability to supervise and train others, and to work effectively with associates;
Ability to exercise sound judgment in appraising situations and making decisions; and
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a license to practice medicine in the state of New York **AND** Board Eligibility or certification to practice psychiatry and one year of supervisory and administrative experience.

SPECIAL REQUIREMENT:

Possession of a license to practice medicine and registered to practice medicine in the State of New York.