**Class Summary**

The responsibilities of this classification include serving as a lead to the Psychiatric Evaluation Specialists. Incumbents train staff, plan and facilitate the provision of customer services, and assist staff with complex or difficult cases.

**Distinguishing Characteristics**

This is the second level in a two-level classification series. This classification is distinguished from the Psychiatric Evaluation Specialist in that incumbents in this classification lead and coordinate the work of designated Psychiatric Evaluation Specialists and provide authoritative technical and analytical assistance and guidance.

**Examples of Duties**

1. Lead designated Psychiatric Evaluation Specialist and associated staff. Assist in the establishment of performance standards and goals, including customer service workflow and timelines.
2. Assign staff to posts and coordinate needs and demand of work unit as designated by supervisor.
3. Manage or assist Psychiatric Evaluation Specialists with complex or difficult cases.
4. Provide training and technical assistance to staff.

*In addition to the duties above, incumbents in this classification may be required to perform all or some of the duties contained in the Psychiatric Evaluation Specialist classification, as follows:*

1. Initiate psychiatric assessments; conduct formal diagnostic testing in accordance with the Diagnostic and Statistical Manual of the American Psychological Association (DSM IV); identify medical conditions, chronic mental illness, and developmental disability, as well as suicide-risk and depressed inmates; determine need for involuntary treatment; develop case plan; and provide expert witness testimony regarding patient’s condition.
2. Conduct case management and follow up; make recommendations to the courts regarding dismissal of charges, competency of inmates to participate in court hearings, and referral to community mental health services.
3. Develop treatment plan; act as liaison between the inmate and courts to ensure diversion or release for appropriate treatment.
4. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of Diagnostic and Statistical Manual of the American Psychological Association (DSM IV)

Knowledge of the principles of behavior and motivation

Knowledge of psychiatric medication

Knowledge of the Washington State Criminal Code, rules of court procedure and legal definition of competency

Knowledge of community resources and criteria for providing services

Knowledge of personality disorders and malingering

Oral and written communications skills

Forensic assessment skills

Suicide-risk assessment skills

Psychological and behavioral intervention skills

Public speaking skills

Skill in defusing hostile or violent behavior

Skill in testifying as an expert witness

Skill in critical incident debriefing

Skill in evaluation, diagnosis and treatment of mentally ill patients

Skill in detecting the signs, symptoms and behavioral effects of depression, mental illness and poly-substance chemical dependency

Skill in gathering clinical and psychiatric data to establish a diagnostic impression

Skill in advocating effectively in the legal and mental health systems

Skill in gathering and interpreting court and law enforcement records pertaining to a particular inmate’s case

Skill in determining an inmate’s competency to participate in legal proceedings

Skill in effective communication and public speaking

Skill in working with a variety of individuals from diverse backgrounds

Ability to work independently and as a team member

Skill in using current office software programs including word processing, spreadsheet, database and email

**Education and Experience Requirements**

Master’s degree in mental health counseling or related field and minimum of five years experience

Or any combination of experience/education/training that provides the required knowledge, skills and abilities to perform the work

**Licensing, Certification and Other Requirements**

Washington State license as a licensed psychologist, marriage and family therapist, or mental health professional

Passing a background check and polygraph test (some positions)

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required.

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| **FLSA Designation** | Exempt (Professional) |
| **Service Status** | Career Service |
| **EEO Code** | 2 |
| **Levels within same series** | Psychiatric Evaluation Specialist |
| **Class History** | Created 05/2015 |