



**Cayuga County Department of Human Resources  
and Civil Service Commission**

**JOB SPECIFICATION**

Civil Service Title: **Staff Psychiatrist**  
Jurisdictional Class: Competitive  
Civil Division: Mental Health  
Adoption: CSM  
Revised: CSM 3/17/99, 12/11/13

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**DISTINGUISHING FEATURES OF THE CLASS:**

Provides professional, medical and psychiatric services for patients in a psychiatric program; does related work as required. The incumbent is permitted much latitude to exercise independent professional judgment. Supervision and training may be provided to medical students and paraprofessional staff. May also serve as a collaborating physician with a nurse practitioner.

**TYPICAL WORK ACTIVITIES: (Illustrative Only)**

Renders psychiatric and neurological diagnostic services for patients, utilizing the contributions of the social worker and the clinical psychologist;  
Participates in the intake and screening process of patients;  
May be required to provide after-hours emergency psychiatric services;  
Participates in individual, group and family therapy;  
May participate in visits to patient's home or other sites;  
Provides aftercare to insure continuity of service;  
Provides referral information to alternate placement facilities;  
Participates in in-service training of various trainees and non-professionals;  
Participates in information-education community activities to further community knowledge in the detection and prevention of psychiatric disorders;  
May provide medical/legal examinations and appear as an expert witness in court proceedings.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:**

Thorough professional knowledge of the practice of psychiatry;  
Good knowledge of current psychiatric treatment and trends;  
The ability to supervise and instruct staff members;  
The ability to develop good community relations;  
The ability to exercise sound judgment in evaluating patient condition and making decisions on an appropriate course of treatment.

**MINIMUM QUALIFICATIONS:**

- (A) Possession of a current valid license or temporary permit to practice medicine issued by the New York State Education Department; AND
- (B) Satisfactory completion of a training program in psychiatry approved by the American Board of Psychiatry and Neurology; AND
- (C) Three years of formal or supervised training and an in-patient or out-patient mental health program; AND
- (D) One additional year of clinical experience.