

FUNCTIONAL STATEMENT
Staff Psychologist (Neuropsychologist/Substance Abuse)
GS-180-11/12/13

I. GRADE DETERMINING ELEMENTS

A. Qualifications

1. Doctoral degree in psychology from American Psychological Association accredited graduate program in an area of training consistent with the assignment for which the applicant is to be employed.
2. Internship in professional psychology accredited by the American Psychological Association.
3. Professional Psychology Licensure: A psychologist must hold a full, current and unrestricted license to practice psychology at the doctoral level in a State, Territory, Commonwealth of the US, or the District of Columbia. The secretary may waive the requirement of licensure for a period not to exceed two years from the date of employment on the condition that such a psychologist provide care only under the supervision of a psychologist who is so licensed.

B. Knowledge, Skills, and Abilities

1. At the GS 11 level, no further requirements apply.
2. At the GS 12 level, the following KSAs are required:
 - Knowledge of, and ability to apply, a wide range of professional psychological theories and assessment methods to a variety of patient populations.
 - Ability to develop coherent treatment strategies.
 - Ability to incorporate new clinical procedures.
3. At the GS 13 level, the following KSAs are required:
 - Knowledge of, and ability to apply, advanced professional psychological theories and techniques to the full range of patient populations.
 - Ability to provide professional advice and consultation in areas related to professional psychology and behavioral health.
 - Knowledge of clinical research literature.

C. Clinical Responsibilities (75% of time)

1. At the GS 11 level, the following clinical activities are expected in the assignment:
 - Ability to diagnose mental disorders, conduct psychological and/or neuropsychological assessments
 - Ability to treat mental disorders through a variety of modalities, and provide adjunctive interventions for treatment of medical disorders.
 - Practice is under the close supervision of a licensed psychologist.
2. At the GS 12 level, the following clinical activities are expected in the assignment:
 - Provides a full range of psychodiagnostic services including assessment and using the most appropriate psychotherapeutic techniques in providing quality care.
 - Performs evaluations for veterans with a variety of neuropsychological, psychological, and neurological disorders including dementia, stroke, TBI, epilepsy,

- movement disorders, learning disability, ADHD, mood disorders, and personality disorders.
- Provides psychological assessments and individual and group psychotherapy for patients in the Substance Abuse Treatment program.
 - Provides a full range of therapeutic interventions including: individual and family psychotherapy, caregiver stress support, neurocognitive rehabilitation, cognitive-behavioral therapy, and interpersonal therapy within the outpatient and inpatient settings.
 - If unlicensed, the individual must be supervised by a licensed psychologist and the experience and supervision must meet the standards for psychology licensure.
3. At the GS 13 level, the following clinical activities are expected in the assignment for Staff Psychologists:
- Provides a full range of psychodiagnostic services including assessment and using the most appropriate psychotherapeutic techniques in providing quality care. Provides direct patient contact including neuropsychological assessment and treatment planning, individual psychotherapy/assessment sessions, family/caregiver stress therapy sessions.
 - Performs evaluations for patients with a variety of neuropsychological, psychological, and neurological disorders including dementia, stroke, TBI, epilepsy, movement disorders, learning disability, ADHD, mood disorders, and personality disorders.
 - Provides psychological assessments and individual and group psychotherapy for patients in the Substance Abuse Treatment program.
 - Provides a full range of therapeutic interventions including: individual and family psychotherapy, caregiver stress support, neurocognitive rehabilitation, cognitive-behavioral therapy, and interpersonal therapy within the outpatient and inpatient settings.
 - Provides supervision of trainees conducting direct clinical care.
 - Consults with medical center staff on a wide variety of patient care issues.
 - Remains involved in program evaluation and/or research activities.
 - Provides administrative duties including:
 - Scheduling of veterans and related issues.
 - Returning veterans' phone calls.
 - Report writing.
 - Attending organizational meetings.

II. ENRICHING ELEMENTS

A. Academic/Teaching/Training (10% of time)

1. May provide clinical supervision to various disciplines and levels of training, including trainees seeking licensure in psychology.
 - Graduate students
 - Interns
 - Fellows
2. May be involved in Psychology Training Program and Training Committee.
3. Provides leadership guidance and consultation to staffs of units to which assigned.
4. May be involved in the training of medical students, medical and psychiatric residents, nursing students, fellows and other graduate or post-graduate trainees, as appropriate.

5. Serves as a consultant to other medical center staff and trainees and assists in their formulation of the psychological characteristics and appropriate treatment expectations regarding their patients.

B. Research/Program Evaluation (5% of time)

1. Is responsible for timely completion of all clinical charting and documentation required by the Medical Center or healthcare system, as appropriate.
2. May present outcome data and research at VA and regional or national scientific or professional meetings, as appropriate.
3. Assists in preparation of RFPs and grant proposals, as assigned.

C. Other Significant Responsibilities (10% of time)

1. Serves on Medical Center or Healthcare System, VISN, and/or National VA committees or task forces.
2. Represents Psychology on decision-making committees at the Medical Center or Healthcare System.
3. Actively participates in leadership roles on local, state, and national professional organizations.
4. Represents the Medical Center or Healthcare System at professional/program community group/events and committees.

III. Supervisory Controls:

This psychologist reports administratively and clinically to the Chief, Psychology Service, at the North Florida/South Georgia Veterans Health System. In addition, this psychologist may report programmatically to the Medical Director for the program(s) to which s/he is assigned.

IV. Qualifications:

See VA Handbook 5005, Part II, Appendix G-18.

V. Customer Service

Meets the needs of customers while supporting the Medical Center and Service missions. Consistently communicates and treats customers (patients, visitors, volunteers, and all Medical Center staff) in a courteous, tactful, and respectful manner. Provides the customer with consistent information according to established policies and procedures. Handles conflict and problems in dealing with the customer constructively and appropriately.

VI. Age, Developmental, & Cultural Needs of Patients

The focus of this position is on the provision of psychological services to veterans enrolled at the North Florida/South Georgia Veterans Health System. These veterans are typically between 18 and 70 years of age. This position requires the incumbent to possess or develop an understanding of the particular needs of these types of patients. Sensitivity to the special needs of all patients in respect to age, developmental requirements, and culturally related factors must be consistently

achieved.

VII. Computer Security:

Protects printed and electronic files containing sensitive data in accordance with the provisions of the Privacy Act of 1974 and other applicable laws, Federal regulations, VA statutes and policy, and VHA policy. Protects the data from unauthorized release or from loss, alteration, or unauthorized deletion. Follows applicable regulations and instructions regarding access to computerized files, release of access codes, etc. Uses word processing software to execute several office automation functions such as storing and retrieving electronic documents and files; activating printers; inserting and deleting text; formatting letters, reports, and memoranda; and transmitting and receiving e-mail. Uses the Veterans Health Information and Technology Architecture (VistA) to access information in the Medical Center computer system.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____