

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

PSYCHOLOGICAL ASSOCIATE

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code, for making classification decisions relative to present and future professional Psychological Associate positions located in the Department of Health Services and the Department of Corrections. Employees in positions allocated to this classification provide responsible clinical work in the professional practice of psychology in state residential, institutional and other specialized programs. Recognized fields or specializations applicable to this classification within the occupational area of professional psychology include Clinical Psychology, Behavioral Psychology, Forensic Psychology and other related fields. **NOTE: Positions in this classification are NOT required to possess a Wisconsin psychologist license under s. 455.04, Wis. Stats.** This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions that currently exist, or those that result from changing program emphasis in the future. Rather, it is designed to serve as a framework for classification decision-making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses professional positions that perform the full range of psychological diagnostic and consultative services and treatment planning as defined in Chapter 455, Wis. Stats., as "rendering to any person a psychological service involving the application of principles, methods and procedures of understanding, predicting and influencing behavior, such as the principles pertaining to learning, perception, motivation, thinking, emotions and interpersonal relationships; the methods and procedures of interviewing, counseling, psychotherapy, psychoanalysis and biofeedback; and the methods and procedures of constructing, administering and interpreting tests of mental abilities, aptitudes, interests, attitudes, personality characteristics, emotion and motivation. The application of said principles and methods includes, but is not restricted to: psychological diagnosis, prevention and treatment of problems in behavioral, vocational, educational, emotional, sexual, neuropsychological and

mental disorders; treatment for alcohol and other substance abuse disorders of habit and conduct, and the psychological and behavioral aspects of physical illness, accident or other disabilities.” Positions may participate independently in program review or as the leader of an interdisciplinary team. Positions allocated to this classification are located in the Department of Health Services and the Department of Corrections.

C. Exclusions

Excluded from these classifications are the following types of positions:

1. Positions which meet the statutory definitions of supervisory and management as defined in ss. 111.81 (19) and (13), Wis. Stats., as interpreted and administered by the Wisconsin Employment Relations Commission.
2. Positions which spend the majority of time (more than 50%) performing responsible clinical work in the professional practice of psychology, and require possession of a license from the Department of Safety and Professional Services under s. 455.04, Wis. Stats., and are more appropriately classified as Psychologist - Licensed.
3. Positions which are engaged in the provision of professional psychological services as an assistant to a Psychologist a majority of the time (more than 50%) and are more appropriately classified as Psychological Services Assistant.
4. Positions which are responsible for developing and managing a crisis intervention program within an assigned institution in the Department of Corrections and are more appropriately classified as Crisis Intervention Worker.
5. Positions which perform very responsible and specialized consultative work in the professional practice of psychology and are responsible for developing and administering clinical treatment programs to meet the needs of staff and clients within a region of the Department of Corrections, Division of Community Corrections a majority of time (more than 50%) and are classified as Chief Regional Psychologist.
6. All other positions that are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees enter positions in the Psychological Associate classification by competition .

II. DEFINITIONS

PSYCHOLOGICAL ASSOCIATE

Positions in this classification perform responsible clinical work in the professional practice of psychology in state residential, institutional and other specialized programs, engaging in the provision of psychological services including assessment, consultation, psychotherapy, research and training. The work requires the utilization of specialized professional skill and competence equivalent to that gained

through completion of a Master's Degree in an appropriate field of psychology with supervision of the professional practice provided by higher level professional licensed psychologist staff. Employees may be assigned sub-program coordinative responsibilities, functioning, for example, as treatment team leader, unit lead psychological associate or clinical in-service coordinator. Supervision is general in nature. Additional duties for those with a doctorate in psychology include providing assessments using clinical interviews, mental status exams and various psychological measuring instruments; providing assessments of mental illness and diagnosis; and referral to other treatment facilities, when appropriate; and these employees may perform duties such as providing clinical supervision to interns in professional psychology consistent with the American Psychological Association (APA) and the Association of Psychology Postdoctoral and Internship Centers (APPIC) internship standards.

Representative Positions:

Department of Corrections, Division of Adult Institutions: Provides direct professional level psychological services to female or male adult offenders at correctional institutions throughout the state. Duties include providing psychological consultation services to institution administration, designated review committees, consulting psychiatrists and other institution and probation and parole field staff involved in planning the total program of a given offender (e.g. medical, education, security, and recreation); providing staff development and training; participating in clinical supervision and training to maintain, further develop and refine clinical skills; and participating in clinical research as directed. Reports to and works under the professional direction of a Wisconsin licensed Psychologist Supervisor.

Department of Corrections, Division of Juvenile Corrections, Lincoln Hills/Copper Lake School: Provides direct professional level psychological services to male or female residents within a juvenile facility, including psychological consultation services to institution administration, designated review committees, consulting psychiatrists and other institution and field staff involved in planning the total program of a given offender (e.g. medical, education, security, recreation). Provides staff development and training; participates in clinical supervision and training to maintain, further develop and refine clinical skills; and participates in clinical research as directed. Reports to and works under the professional direction of a Wisconsin licensed Psychologist Supervisor.

Department of Health Services, Central Wisconsin Center: Provides psychological services for individuals that may include complex psychological evaluations, behavioral assessments, and integrated behavior intervention plan development for those with complex developmental disabilities. Duties include developing and coordinating treatment and training programs to facilitate social and cognitive growth in clients; identification of program needs and participation on an interdisciplinary team; conducting assessments of cognitive, adaptive behavior and personality development using standardized and other diagnostic tools; developing and implementing staff training; and providing consultation. Reports to the Institution Treatment Director

Department of Health Services, Division of Long Term Care, Bureau of Long Term Support: Provides consultation, technical assistance and program development to support counties and community agencies regarding behavioral and developmental issues for children with autism spectrum disorders and other developmental disabilities; develops policy and program alternatives; participates in research on children's long term support change initiatives, researching and developing policy recommendations; coordinating programs for children with long-term support needs; and communicating with other state agencies, the University of Wisconsin, legislature, federal, county, municipal and tribal governments

regarding programs, policies, systems and administrative issues. Reports to a Human Services Supervisor.

Department of Health Services, Division of Mental Health and Substance Abuse Services, Winnebago Mental Health Institute: Provides psychodiagnostic and psychological services to civil and forensic patients; services include administering and interpreting tests of mental abilities, personality characteristics, motivation, malingering; conducts comprehensive assessments of risk of violence, suicide, and escape; develops and oversees group and individual behavior treatment plans, providing group and individual psychotherapy; and participates in program review, quality improvement, committees and conferences. Reports to a Psychologist Supervisor or equivalent position.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

Positions in this classification require individuals to possess, **at a minimum, a Master's degree** in an appropriate, recognized field of psychology from an accredited institution.

IV. ADMINISTRATIVE INFORMATION

This classification was created June 30, 2013 and announced in Bulletin OSER-0327-MRS/SC to remove the A, B designation and move it to a broad band pay range, and update the definition and allocations as a result of the Psychological Associate Personnel Management Survey.

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