



CONTINUOUS RECRUITMENT OPEN-COMPETITIVE EXAMINATION

APPLICATIONS ACCEPTED CONTINUOUSLY TESTS HELD PERIODICALLY

Examination No. & Title	Salary Grade	Beginning Salary*
20-087 Licensed Psychologist - Employee Health Services	25	\$131,111
20-543 Licensed Psychologist - Forensic Developmental Disabilities	25	\$131,111
20-544 Licensed Psychologist - Developmental Disabilities	25	\$131,111
20-652 Licensed Psychologist - Mental Health	25	\$131,111
20-871 Licensed Psychologist - Sex Offender Assessment and Treatment Mental Health	25	\$131,111
20-874 Licensed Psychologist - Forensic Mental Health	25	\$131,111
20-917 Licensed Psychologist - Children & Family Services	25	\$131,111

*Salary enhancements such as an increased hiring minimum salary may be available as a result of recruitment difficulty.

NO APPLICATION PROCESSING FEE REQUIRED

Appointees who work in the five boroughs of New York City or in Nassau, Suffolk, Rockland, or Westchester Counties will receive an additional \$3,026 annual downstate adjustment. Appointees who work in Dutchess, Orange, or Putnam Counties will receive an additional \$1,513 annual mid-Hudson adjustment.

MINIMUM QUALIFICATIONS: On or before the date of filing your application, you must be licensed and currently registered by New York State as a Licensed Psychologist.

You must submit a copy of your current New York State registration certificate to practice psychology with your NYS-APP.

Continued employment: Possession of license and current registration to practice psychology in New York State is required to maintain employment as a Licensed Psychologist. Loss of certification will result in removal from employment.

NOTES:

- Information regarding New York State licensure may be obtained from the State Board for Psychology by contacting the New York State Education Department Office of the Professions, Division of Professional Licensing Services, Psychology Unit, 89 Washington Avenue, Albany, New York 12234-1000; or by calling (518) 474-3817, Ext. 592.
- Promotion examinations are also being held for these positions. If you are eligible for appointment from a promotion list, you may not be appointed in your own agency from the list resulting from this examination open to the public.
- Although promotion examinations are being held, it is expected that appointments will be made as the result of these examinations open to the public.
- Language parenthetics in other titles could be established during the life of the lists resulting from these examinations. The duties of a position with a language parenthetic are the same as those noted, with the exception that the individual serving in the position may need to be able to communicate at times with non-English speaking clients. At the time of appointment, candidates will be required to demonstrate proficiency in the language required for the position at a level that will ensure your ability to perform properly the duties of the position.
- Background Investigation/Justice Center Review:** In some agencies, the names of all prospective employees **will be:**
 - Checked against the Staff Exclusion List (SEL) maintained by the Justice Center for the Protection of People with Special Needs. Prospective employees whose names appear on the SEL as having been found responsible for serious or repeated acts of abuse or neglect will be barred from appointment and may have their names removed from the eligible list(s) for the title(s);
 - Investigated through a Criminal Background Check (CBC). All convictions must be reported. Conviction of a felony or misdemeanor or any falsified or omitted information may bar appointment or result in removal after appointment. Each case will be determined on its own merits, consistent with the applicable provisions of state and federal laws; and **may be:**
 - Screened against the Statewide Central Register of Child Abuse and Maltreatment (SCR). Prospective employees whose names appear on the SCR may be barred from appointment.You will be responsible for payment of all required fees.
- Medicaid and Medicare:** In order to be eligible for appointment and to maintain employment, you cannot be listed as an excluded individual or entity on any of the Federal and/or State Medicaid and Medicare exclusion lists (or excluded from any other Federal or Federally assisted program). If you are appointed and subsequently listed as an excluded individual or entity on any of these lists (or excluded from any other Federal or Federally assisted program), you may be terminated from your employment.
- Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
- New York State residence is not required.

THE POSITIONS: The **Licensed Psychologist-Employee Health Services** exist in the NYS Department of Civil Service Employee Health Services in Cohoes, N.Y., periodic travel is required to other cities in New York State.

Licensed Psychologist – Developmental Disabilities positions are located in the facilities and community-based programs of OPWDD Developmental Disabilities State Operations Offices (DDSOO) and Regional Offices statewide. Positions filled from the eligible list for **Licensed Psychologist – Forensic** positions are located in OPWDD Designated Secure Facilities at the Sunmount DDSOO (Tupper Lake) and Valley Ridge DDSOO (Norwich) and in community settings.

The **Licensed Psychologist (Mental Health, Forensic Mental Health, and Sex Offender Assessment and Treatment Mental Health)** exist in the Office of Mental Health (OMH). OMH has approximately 300 positions of Licensed Psychologist. Positions are located in adult, forensic, or children's facilities of OMH, inpatient or outpatient units, Mental Health Satellite Units located in the Department of Corrections and Community Supervision facilities statewide, or in an administrative bureau within OMH Central Office.

The **Licensed Psychologist- Children & Family Services** positions exist in the facilities of the New York State Office of Children and Family Services.

DUTIES: As a **Licensed Psychologist**, you would provide professional psychological services and/or supervise psychological services provided by clinical and non-licensed psychology staff. Depending on the agency and/or program area to which you are assigned, you may provide clinical leadership, program management, and psychological services requiring expertise in neuropsychology, child and adolescent psychology, geropsychology, sex offense treatment, cognitive rehabilitation, trauma, and addiction and/or substance use programs; conduct psychological evaluations; administer and interpret psychological tests; complete forensic or court-ordered, and specialized assessments (functional, personality, risk, competency, vocational, education); provide expert testimony in legal and administrative proceedings; conduct individual, group, and/or family psychotherapy and counseling sessions; design and apply behavioral technology and specialized psychological interventions; provide consultation to other agencies; develop and conduct training for clinical and direct care staff; and participate in peer review.

As a **Licensed Psychologist** in the **Department of Civil Service, Employee Health Services (EHS)**, you would primarily conduct psychological evaluations and provide psychological testing services for New York State employees and prospective New York State employees who have been referred to EHS by employing agencies.

As a **Licensed Psychologist** in the **Office of Children and Family Services**, you may provide professional psychological services to children and youth in secure, limited secure, residential treatment, reception placement, and/or aftercare programs.

As a **Licensed Psychologist** in the **Office for People With Developmental Disabilities**, you may provide professional psychological services to individuals with intellectual and/or developmental disabilities in community-based, forensic, and/or residential programs. In a forensic program area, you may provide psychological services as required by public and criminal laws, such as write probation reports, evaluate individuals' fitness to proceed (with own defense), need for involuntary admission, and objection to treatment determinations.

As a **Licensed Psychologist** in the **Office of Mental Health**, you may provide professional psychological services to individuals diagnosed with mental illness in community-based, forensic, inpatient, outpatient, and/or residential programs. In a forensic or sex offender assessment and treatment program, you may evaluate information from mental health units, probation, parole, and district attorneys' offices; and assist in determining the need for admission to a secure treatment facility or release to strict and intensive community supervision and treatment.

SUBJECT OF EXAMINATION: There will be no written test. The test will consist of an evaluation of your education and experience against the range of duties and responsibilities found in these positions. If you meet the Minimum Qualifications, you will be sent a supplemental questionnaire to complete and return. The questionnaire will be used to evaluate your education and experience against the general background/critical activities of the position. The questionnaire will be the only basis for rating your education and experience.

Your final score must be 70 or higher in order to pass. Your final score on the eligible list will be determined after adding any wartime Veterans' and Civil Service Law Section 85-a credits.

State agencies have an ongoing need for persons qualified for appointment to these positions and will accept applications at any time and rate applications whenever additional eligible are needed. Applications received after a rating will be retained for the next test date rating. All statements you make on your application are subject to investigation.

Applicants are required to have a Personal NY.gov account and keep their email address up to date. The Department of Civil Service and other state agencies will communicate with you through email correspondence. This may include the notification of your test arrangements, examination results, and canvassing you for interest in appointment. It will be important for you to keep your email address, phone number, and mailing address current by logging into <https://www.cs.ny.gov/home/myaccount>.

HOW TO APPLY:

- Download the examination application NYS-APP form at <http://www.cs.ny.gov/announ/applications.cfm>; or
- Email cs.sm.examinfo@cs.ny.gov to request NYS-APP form; or
- Obtain NYS-APP form from a State agency or facility personnel/business office; or
- Request NYS-APP form by calling the Department of Civil Service in the Albany area at 518-457-2487 or toll free at 1-877-697-5627.

RETEST POLICY: Qualified candidates may file as frequently as every twelve months, but a new application is required each time.

WHERE TO APPLY:

**For Exam No. 20-087 Licensed Psychologist-Employee Health Services
MAIL YOUR COMPLETED APPLICATION TO:**

New York State Department of Civil Service
Office of Human Resource and Administrative Planning
Albany, New York 12239

**For Exam No. 20-917 Licensed Psychologist - Children and Family Services
MAIL YOUR COMPLETED APPLICATION TO:**

New York State Office of Children and Family Services
Personnel Office Recruitment Unit
52 Washington Street
Rensselaer, New York 12144-2435

**For Exam No. 20-543 Licensed Psychologist - Forensic Developmental Disabilities AND
Exam No. 20-544 - Licensed Psychologist-Developmental Disabilities
OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES
MAIL YOUR COMPLETED APPLICATION TO THE FACILITY WHERE YOU WISH TO BE EMPLOYED:**

Bernard Fineson Developmental
Disabilities State Operations Office
Attention: Human Resources Office
P.O. Box 280507
Queens Village, NY 11428-0507
Phone: (718) 217-5110
Email: fineson.personnel@opwdd.ny.gov
County - Queens

Brooklyn Developmental Disabilities State
Operations Office
Attention: Human Resources Office
750 Vandalia Avenue
Brooklyn, N.Y. 11239
Phone: (718) 642-6310
Email: brooklyn.hr@opwdd.ny.gov
County - Kings

Broome Developmental Disabilities State
Operations Office
Attention: Human Resources Office
249 Glenwood Road
Binghamton, NY 13905-1695
Phone: (607) 240-4786
Email:
opwdd.sm.broome.jobs@opwdd.ny.gov
Counties – Broome, Chenango,
Delaware, Otsego, Tioga & Tompkins

Capital District Developmental Disabilities
State Operations Office
Attention: Human Resources Office
500 Balltown Road
Schenectady, NY 12304
Phone: (518) 388-0838
Email: odh.personnel@opwdd.ny.gov
Counties – Albany, Fulton, Montgomery,
Rensselaer, Saratoga, Schenectady,
Schoharie, Warren & Washington

Central New York Developmental
Disabilities State Operations Office
Attention: Human Resources Office
Rome Office
101 West Liberty Street
Rome, NY 13440
Phone: (315) 336-2300, Ext. 578
Email: cny.jobs@opwdd.ny.gov
Counties – Cayuga, Cortland, Herkimer,
Lewis, Madison, Oneida, Onondaga &
Oswego

Central New York Developmental
Disabilities State Operations Office
Attention: Human Resources Office
Syracuse Office
187 Northern Concourse
North Syracuse, NY 13212
Phone: (315) 473-6980
Email: cny.jobs@opwdd.ny.gov
Counties – Cayuga, Cortland, Herkimer,
Lewis, Madison, Oneida, Onondaga &
Oswego

Finger Lakes Developmental Disabilities
State Operations Office
Attention: Human Resources Office
620 Westfall Road
Rochester, New York 14620
Phone: (585) 461-8800
Email:
Opwdd.sm.FL.hiring@opwdd.ny.gov
Counties – Chemung, Livingston,
Monroe, Ontario, Schuyler, Seneca,
Steuben, Wayne, Wyoming & Yates

Hudson Valley Developmental Disabilities
State Operations Office
Attention: Human Resources Office
P.O. Box 470
Thiells, NY 10984
Phone: (845) 947-6299
Email: hv.internal.apps@opwdd.ny.gov
Counties – Westchester, Orange,
Rockland & Sullivan

Long island Developmental Disabilities
State Operations Office
Attention: Human Resources Office
45 Mall Drive, Suite 1
Commack, NY 11725
Phone: (631) 326-4497
Email: longisland.hr@opwdd.ny.gov
Counties – Nassau & Suffolk

Metro New York Developmental
Disabilities State Operations Office
Attention: Human Resources Office
2400 Halsey Street
Bronx, NY 10461
Phone: (718) 430-0710
Email:
metro.human.resources@opwdd.ny.gov
Counties – Bronx & New York

Staten Island Developmental Disabilities
State Operations Office
Attention: Human Resources Office
1150 Forest Hill Road
Staten Island, NY 10314 - 6316
Phone: (718) 983-5433
Email: opwdd.sm.sid_hr@opwdd.ny.gov
County - Richmond

Sunmount Developmental Disabilities
State Operations Office
Attention: Human Resources Office
2445 State Route 30
Tupper Lake, NY 12986
Phone: (518) 359-4150
Email:
opwdd.sm.sunmount.jobs@opwdd.ny.gov
Counties – Clinton, Essex, Franklin,
Hamilton, Jefferson & St. Lawrence

Taconic Developmental Disabilities State
Operations Office
Attention: Human Resources Office
26 Center Circle
Wassaic, New York 12592
Phone: (845) 877-6821 x3367
Email: taconic.jobs@opwdd.ny.gov
Counties – Columbia, Dutchess, Greene,
Putnam & Ulster

Western Developmental Disabilities State
Operations Office
Attention: Human Resources Office
1200 East & West Road
West Seneca, NY 14224
Phone: (716) 517-2057
Email: Wny.recruit@opwdd.ny.gov
Counties- Allegany, Cattaraugus,
Chautauqua, Erie, Genesee, Niagara &
Orleans

For Exam No. 20-652 Licensed Psychologist - Mental Health, 20-871 Licensed Psychologist - Sex Offender Assessment and Treatment Mental Health, and 20-874 Licensed Psychologist - Forensic Mental Health

MAIL YOUR COMPLETED APPLICATION TO:

New York State Office of Mental Health (OMH)
Facility Personnel Services
44 Holland Avenue
Albany, NY 12239
1-877-691-8264 OR
Email: omhjobs@omh.ny.gov

Listing of OMH facilities where positions are located:

Bronx Psychiatric Center
1500 Waters Place
Bronx, NY 10461
(718) 931-0600

Manhattan Psychiatric Center
Wards Island Complex
Wards Island, NY 10035
(646) 672-6767

Rochester Psychiatric Center
1111 Elmwood Avenue
Rochester, NY 14620
(585) 241-1200

Buffalo Psychiatric Center
400 Forest Avenue
Buffalo, NY 14213
(716) 885-2261

Mid-Hudson Psychiatric Center
Box 158, Route 17M
New Hampton, NY 10958
(845) 374-8700

Rockland Children's Psychiatric Center
2 First Avenue
Orangeburg, NY 10962
(845) 845-4000

Capital District Psychiatric Center
75 New Scotland Avenue
Albany, NY 12208
(518) 549-6000

Mohawk Valley Psychiatric Center
1400 Noyes at York
Utica, NY 13502
(315) 738-3800

Rockland Psychiatric Center
140 Old Orangeburg Road
Orangeburg, NY 10962
(845) 359-1000

Central New York Psychiatric Center
9005 Old River Road
Marcy, NY 13403
(315) 765-3600

Nathan Kline Institute
140 Old Orangeburg Road
Orangeburg, NY 10962
(845) 398-5500

Sagamore Children's Psychiatric Center
197 Half Hollow Road
Dix Hills, NY 11746
(631) 370-1700

Creedmoor Psychiatric Center
79-25 Winchester Boulevard
Queens Village, NY 11427
(718) 464-7500

New York City Children's Center (Bronx Campus)
1000 Waters Place
Bronx, NY 10461
(718) 239-3600

Secure Treatment and Rehabilitation Center (STARC)
9005 Old River Road
Marcy, NY 13403
(315) 765-3600

Elmira Psychiatric Center
100 Washington Street
Elmira, NY 14901-2898
(607) 264-4000

New York City Children's Center (Brooklyn Campus)
1819 Bergen Street
Brooklyn, NY 11233
(718) 613-3100

Secure Treatment and Rehabilitation Center (STARC)
1 Chimney Point Drive
Ogdensburg, NY 13669
(315) 541-2001

Greater Binghamton Health Center
425 Robinson Street
Binghamton, NY 13904
(607) 724-1391

New York City Children's Center (Queens Campus)
74-03 Commonwealth Boulevard
Bellerose, NY 11426
(718) 264-4500

South Beach Psychiatric Center
777 Seaview Avenue
Staten Island, NY 10305
(718) 667-2300

Hutchings Psychiatric Center
620 Madison Street
Syracuse, NY 13210
(315) 426-3600

NYS Office of Mental Health
44 Holland Ave
Albany NY
12229
1-877-691-8264

St. Lawrence Psychiatric Center
1 Chimney Point Drive
Ogdensburg, NY 13669
(315) 541-2001

Kingsboro Psychiatric Center
681 Clarkson Avenue
Brooklyn, NY 11203
(718) 221-7700

NYS Psychiatric Institute
105 Riverside Drive
New York, NY 10032
(212) 543-5000

Western NY Children's Psychiatric Center
1010 East and West Road
West Seneca, NY 14224
(716) 677-7000

Kirby Forensic Psychiatric Center
600 East 125th Street
Wards Island, NY 10035
(646) 672-5800

Pilgrim Psychiatric Center
988 Crooked Hill Road
West Brentwood, NY 11717
(631) 761-3500

ADDITIONAL INFORMATION

NEW YORK STATE IS AN EQUAL OPPORTUNITY EMPLOYER: It is the policy of the State of New York to provide for and promote equal opportunity employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, veteran or military service member status, marital status, domestic violence victim status, genetic predisposition or carrier status, arrest and/or criminal conviction record, or any other category protected by law, unless based upon a bona fide occupational qualification or other exception.

Appointment to many positions in State government require candidates to undergo an investigative screening. This may include a thorough character investigation, a Federal Bureau of Investigation Criminal Record History Check, a Child Abuse Registry clearance, or other similar procedures. Candidates may be fingerprinted and may be required to pay any necessary fees for that procedure. Depending on the nature of the job, the criminal convictions discovered, or any falsified or omitted information revealed, the investigative findings may bar appointment or result in removal after appointment.

ELIGIBILITY FOR EMPLOYMENT: You must be legally eligible to work in the United States at the time of appointment and throughout your employment with New York State. If appointed, you must produce documents that establish your identity and eligibility to work in the United States, as required by the federal Immigration Reform and Control Act of 1986, and the Immigration and Nationality Act.

REASONABLE ACCOMMODATIONS IN TESTING: It is the policy of the Department of Civil Service, in accordance with the New York State Human Rights Law and the Americans with Disabilities Act, to provide qualified persons with disabilities equal employment opportunity and equal opportunity to participate in and receive the benefits, services, programs, and activities of the Department. It is the policy of the Department to provide such persons reasonable accommodations and reasonable modifications as are necessary to provide equal opportunity. Persons with disabilities who require an accommodation to participate in an examination must note this on their application. Further information is available from the Test Administration Unit of the Department of Civil Service. In the Albany area, call 518-457-2487. Outside of the Albany area, call toll free at 1-877-697-5627. For TDD services, call NY Relay at 711 (requires a fee) or 1-800-662-1220.

NEW YORK STATE RESIDENCE IS NOT REQUIRED FOR MOST POSITIONS: However, you must be eligible for employment in the United States.

CONTINUOUS RECRUITMENT/ELIGIBLE LISTS: Candidates who meet the qualifications and pass this examination will have their names placed on the eligible list in the order of final scores, regardless of the date on which they filed or took the test. Generally, the names of qualified candidates will remain on the eligible list for two years. Appeal of ratings will not be allowed as the opportunity for retest exists. The Department of Civil Service reserves the right to terminate this special recruitment program.