



NEW YORK STATE DEPARTMENT OF CIVIL SERVICE ANNOUNCES  
Examination Open To The Public

APPLICATIONS ACCEPTED CONTINUOUSLY  
TESTS HELD PERIODICALLY

| Examination No. & Title                                | Salary Grade | Salary Range*         |
|--|--------------|-----------------------|
| 20-951 Assistant Clinical Physician                    | NS           | \$105,854 - \$118,468 |
| 20-952 Assistant Clinical Physician (Spanish Language) |              |                       |
| 20-953 Clinical Physician 1                            | 34           | \$117,556 - \$141,585 |
| 20-954 Clinical Physician 1 (Spanish Language)         |              |                       |
| 20-955 Clinical Physician 2                            | 36           | \$129,866 - \$155,452 |
| 20-956 Clinical Physician 2 (Spanish Language)         |              |                       |

\*Salary enhancements such as an increased hiring minimum 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 meet the following requirements:

For No. 20-951 and No. 20-952: possession of a current limited permit to practice medicine in New York State.

For No. 20-953 and No. 20-954:

1. possession of a license to practice medicine in New York State (see limited permit option below†); AND
2. completion of one year of post-licensure medical experience.\*\*

For No. 20-955 and No. 20-956:

1. possession of a license to practice medicine in New York State (see limited permit option below†); AND
2. completion of two years of post-licensure medical experience.\*\*

†Limited permit option: This option is available only in the Office of Mental Health and Office for People With Developmental Disabilities. If you are licensed in another state or by written examination in Canada, AND meet the other requirements for Clinical Physician 1 or 2, you are also eligible if you have a current limited permit to practice medicine in New York State. If appointed, you must obtain your license within one year of the date your limited permit was issued. Failure to do so will result in removal from your position.

\*\*For the purpose of these examinations: Qualifying post-licensure medical experience is general medical experience in a private, clinical, or hospital medical practice which includes diagnosing and treating illness and injuries, interpreting x-rays and laboratory tests, conducting physical examination, and basic primary preventative care. This would include but is not limited to experience in the practice of internal medicine, family medicine, preventative medicine, or emergency medicine.

NOTES:

1. 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.
2. If appointed you may be required to become an enrolled Medicare provider; obtain and provide to your employer a National Provider Identifier (NPI) number issued by the National Plan and Provider Enumeration System (NPPES); and otherwise actively participate to the degree necessary to allow for your services to be billed through Medicare and Medicaid. If you are appointed and you lose the ability to bill through Medicare and Medicaid, you may be terminated from your employment.

**NOTES: (Continued)**

3. **License and Certification:** Loss of license or limited permit to practice medicine in New York State or board certification, if required, may result in removal from your position.
4. **NYS license to practice medicine:** Information on requirements for licensure should be directed to the New York State Education Department, Office of the Professions at: The New York State Education Department, Office of the Professions, Division of Professional Licensing Services, Medicine Unit, 89 Washington Avenue, Albany, NY 12234-1000; (518) 474-3817 ext. 260; or email: [opunit2@mail.nysed.gov](mailto:opunit2@mail.nysed.gov).
5. Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
6. If you are considered for appointment to a Spanish Language position, you will be required to pass a performance test to demonstrate your proficiency in the Spanish language. Proficiency must be at a level that will ensure your ability to properly perform the duties of the position.
7. New York State residence is not required.

**THE POSITIONS:** These positions exist in the facilities of the Office of Mental Health, Office for People with Developmental Disabilities, and Office of Alcoholism and Substance Abuse Services statewide. There are also a limited number of positions in Department of Health Veterans' Homes, Office of Children and Family Services, State University of New York at Albany and at Stony Brook, and the School for the Blind at Batavia. Assistant Clinical Physician positions exist only in the Office of Mental Health. Additional positions may be created as needed in other facilities or agencies.

**DUTIES:** As an **Assistant Clinical Physician**, you would assist in providing general medical care for patients in a state facility. As a **Clinical Physician 1**, you would serve as a staff physician in the general medical care of patients in a state facility. Your duties may include designing appropriate preventive procedures; diagnosing and treating illness and injuries; interpreting x-rays and laboratory tests; and conducting physical examinations. As a **Clinical Physician 2**, you would serve as clinical practitioner on an advanced level, provide medical leadership, or serve as director of specific programs. You may be in charge of a small medical-surgical service or part of a large service, or specialize in an area in which there are no specialty boards.

**SUBJECT OF EXAMINATION:** There will be no written test. If you meet the Minimum Qualifications your **education and experience** will be evaluated against the general background/critical activities of the position. It is essential that you describe your education and experience as completely as possible on the examination application NYS-APP form. Ambiguity, vagueness or omissions will not be decided in your favor. Do NOT send resumes. If you need more space, attach additional 8½" x 11" sheets, following the same format used on the application form. Additional unsolicited information will not be accepted after the last day for filing.

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

**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](mailto: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 [press 2, then press 3] or toll free at 1-877-697-5627 [press 2, then press 3].

Please read all special instruction on where to mail your application.

**WHERE TO APPLY:**

- Mail your completed application directly to the agency or facility where you wish to be employed. **Do not** mail your application to the NYS Department of Civil Service.

State agencies have an ongoing need for persons qualified for appointment to these positions. Agencies will accept applications at any time and will rate applications whenever additional eligibles are needed. In general, all applications received up to six weeks before a scheduled rate period will be processed for that period. Applications received afterward will be retained for the next scheduled rating.

**SPECIAL INSTRUCTIONS FOR APPLICANTS:** A list of facilities where these positions exist is a part of this announcement. Submit your application directly to the facilities where you are interested in being employed with the following exceptions: to apply to the Office of Children and Family Services, send your application to the personnel office in Rensselaer; to apply to the Office of Alcoholism and Substance Abuse Services, send your application to the personnel office in Albany. **Do not mail your application to the Department of Civil Service.**

If you have questions about these examinations write or call any of the listed facilities or agencies.

**NEW YORK STATE DEPARTMENT OF HEALTH**

**MAIL THE COMPLETED APPLICATION TO THE HOSPITAL OR VETERANS' HOME WHERE YOU WISH TO BE EMPLOYED.**

**For additional information, contact:  
New York State Department of Health  
Corning Tower  
Empire State Plaza,  
Albany, NY 12237  
(518) 486-1812  
[www.health.ny.gov](http://www.health.ny.gov)**

New York State Veterans Home at Batavia  
220 Richmond Avenue  
Batavia, NY 14020  
(585) 345-2000  
Attn: Human Resources Department

New York State Veterans Home at Montrose  
2090 Albany Post Road  
Montrose, NY 10548-1454  
(914) 788-6000  
Attn: Human Resources Department

New York State Veterans Home at St. Albans  
178-50 Linden Boulevard  
Jamaica, NY 11434-1467  
(718) 481-6268  
Attn: Human Resources Department

**STATE UNIVERSITY OF NEW YORK**

**MAIL THE COMPLETED APPLICATION TO THE FACILITY WHERE YOU WISH TO BE EMPLOYED.**

**For additional information, contact:  
SUNY System Administration  
State University Plaza  
Albany, NY 12246  
(518) 443-5555  
[www.suny.edu](http://www.suny.edu)**

State University of New York at Albany  
Human Resources Administration  
UAB 300  
1400 Washington Avenue  
Albany, NY 12222

State University of New York at Stony Brook  
390 Administration Building  
Human Resources Department  
Stony Brook, NY 11794-0751

**NEW YORK STATE EDUCATION DEPARTMENT**

**MAIL THE COMPLETED APPLICATION DIRECTLY TO THE SCHOOL:**

**For additional information, contact:  
New York State Education Department  
89 Washington Avenue  
Albany, NY 12234  
(518) 474-5215  
[www.nysed.gov](http://www.nysed.gov)**

New York State School for the Blind  
2A Richmond Avenue  
Batavia, NY 14020  
(585) 343-5384  
<http://www.p12.nysed.gov/specialed/nyssb>

**NEW YORK STATE OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES**

**MAIL THE COMPLETED APPLICATION TO THE FACILITY WHERE YOU WISH TO BE EMPLOYED.**

**For additional information contact:**

**New York State Office for People With Developmental Disabilities**

**44 Holland Avenue**

**Albany, New York 12229**

**Information Line 1-866-946-9733**

**<http://www.opwdd.ny.gov> or one of the facilities listed below.**

Bernard M. Fineson  
Developmental Disabilities  
Services Office  
P.O. Box 280507  
Queens Village, NY 11428-0507  
(718) 217-5110

Brooklyn Developmental  
Disabilities Services Office  
888 Fountain Avenue  
Brooklyn, NY 11208-5997  
(718) 642-6310

Broome Developmental  
Disabilities Services Office  
249 Glenwood Road  
Binghamton, NY 13905-1695  
(607) 770-0241

Capital District Developmental  
Disabilities Services Office  
500 Balltown Road  
Schenectady, NY 12304  
(518) 370-7386

Central New York  
Developmental Disabilities  
Services Office  
Rome Office  
Box 470  
Rome, NY 13442-0470  
(315) 336-2300, Ext. 578

Central New York  
Developmental Disabilities  
Services Office  
Syracuse Office  
187 Northern Concourse  
North Syracuse, NY 13212  
(315) 473-6980

Finger Lakes Developmental  
Disabilities Services Office  
Attention: Human Resources  
Office  
620 Westfall Road  
Rochester, NY 14620  
(585) 461-8800

Hudson Valley Developmental  
Disabilities Services Office  
P.O. Box 470, 7 Wilbur Road  
Thiells, NY 10984  
(845) 947-6300

Long Island Developmental  
Disabilities Services Office  
45 Mall Drive, Suite 1  
Commack, NY 11725  
(631) 493-1830

Metro New York Developmental  
Disabilities Services Office  
Personnel Office  
2400 Halsey Street  
Bronx, NY 10461  
(718) 430-0710

NYS Institute For Basic Research  
in Developmental Disabilities  
1050 Forest Hill Road  
Staten Island, NY 10314  
(718) 494-5100

Staten Island Developmental  
Disabilities Services Office  
1150 Forest Hill Road  
Staten Island, NY 10314-6316  
(718) 983-5433

Sunmount Developmental  
Disabilities Services Office  
2445 State Route 30  
Tupper Lake, NY 12986  
(518) 359-4150

Taconic Developmental  
Disabilities Services Office  
26 Center Circle  
Wassaic, NY 12592  
Attn: OHRM  
(845) 877-6821, Ext. 3367

Western New York  
Developmental Disabilities  
Services Office  
1200 East and West Road,  
HRMO, Bldg. #1  
West Seneca, NY 14224  
(716) 517-2000

**NEW YORK STATE OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES**

**MAIL THE COMPLETED APPLICATION WITH A LIST OF TREATMENT CENTERS WHERE YOU WISH TO BE EMPLOYED.**

**New York State Office of Alcoholism and Substance Abuse Services**

**Bureau of Human Resources Management**

**1450 Western Avenue**

**Albany, New York 12203**

**(518) 485-1728**

**<http://www.oasas.ny.gov>**

Bronx Addiction Treatment  
Center  
Bronx Psychiatric Center  
Building 13  
1500 Waters Place  
Bronx, NY 10461-2723  
(718) 904-0026, Ext. 2

Charles K. Post Addiction  
Treatment Center  
Pilgrim Psychiatric Center  
Building 1  
998 Crooked Hill Road  
West Brentwood  
NY 11717-1087  
(631) 434-7209

Creedmoor Addiction Treatment  
Center  
Creedmoor Psychiatric Center  
Building #19, CBU 15  
80-45 Winchester Boulevard  
Queens Village, NY 11427-2193  
(718) 264-3740

Dick Van Dyke Addiction  
Treatment Center  
1330 County Road 132  
Ovid, NY 14521-9700  
(607) 869-9500

John L. Norris Addiction  
Treatment Center  
Rochester Psychiatric Center  
1111 Elmwood Ave.  
Rochester, NY 14620-3005  
(585) 461-0410

Kingsboro Addiction Treatment  
Center  
754 Lexington Avenue  
Brooklyn, NY 11221-2944  
(718) 453-3200

Margaret A. Stutzman Addiction  
Treatment Center  
360 Forest Avenue  
Buffalo, NY 14213-1298  
(716) 882-4900

McPike Addiction Treatment  
Center  
1213 Court Street  
Utica, NY 13502-3803  
(315) 738-4600

Richard C. Ward Addiction  
Treatment Center  
Suite No. 12/16, Building 92  
117 Seward Avenue  
Middletown, NY 10940-1903  
(845) 341-2500

Russell E. Blaisdell Addiction  
Treatment Center  
Rockland Psychiatric Center  
Box 140  
Orangeburg, NY 10962-1129  
(845) 359-8500

St. Lawrence Addiction  
Treatment Center  
One Chimney Point Drive  
Hamilton Hall  
Ogdensburg, NY 13669-2291  
(315) 393-1180

South Beach Addiction  
Treatment Center  
South Beach Psychiatric Center  
Building 1, 2<sup>nd</sup> Floor  
777 Seaview Avenue  
Staten Island, NY 10305-3499  
(718) 667-5202

**NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES**

**MAIL THE COMPLETED APPLICATION DIRECTLY TO:**

New York State Office of Children and Family Services  
Personnel Office  
52 Washington Street  
Rensselaer, New York 12144-2735  
(518) 473-7936

**NEW YORK STATE OFFICE OF MENTAL HEALTH**

**MAIL THE COMPLETED APPLICATION TO THE FACILITY WHERE YOU WISH TO BE EMPLOYED.**

**For additional information contact:**  
New York State Office of Mental Health  
44 Holland Avenue  
Albany, New York 12229  
(518) 402-4058

<http://www.omh.ny.gov> or contact one of the facilities below.

Bronx Children's Psychiatric Center  
1000 Waters Place  
Bronx, NY 10461  
(718) 239-3639

Elmira Psychiatric Center  
100 Washington Street  
Elmira, NY 14901-2898  
(607) 737-4711

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

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

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

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

Nathan S. Kline Institute for  
Psychiatric Research  
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

Brooklyn Children's Center  
1819 Bergen Street  
Brooklyn, NY 11233-4513  
(718) 221-4500

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

NYS Psychiatric Institute  
1051 Riverside Drive  
New York, NY 10032  
(212) 543-5000

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

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

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

Pilgrim Psychiatric Center  
998 Crooked Hill Road  
West Brentwood, NY 11717-1087  
(631) 761-3500

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

Capital District Psychiatric Center  
75 New Scotland Avenue  
Albany, NY 12208  
(518) 447-9611

Kirby Forensic Psychiatric Center  
600 East 125th Street  
Wards Island, NY 10035  
(646) 672-5858

Queens Children's Psychiatric Center  
74-03 Commonwealth Boulevard  
Bellerose, NY 11426  
(718) 264-4500

Central New York Psychiatric  
Center  
Box 300  
Marcy, NY 13403  
(315) 765-3600

Manhattan Psychiatric Center  
600 East 125th Street  
Wards Island, NY 10035  
(646) 672-6767

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

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

Mid-Hudson Forensic Psychiatric  
Center  
2834 Route 17M  
New Hampton, NY 10958  
(845) 374-3171

Rockland Children's Psychiatric  
Center  
2 First Avenue  
Orangeburg, NY 10962  
(845) 680-4000

**INFORMATION FOR CANDIDATES**

**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 in employment, compensation, and other terms and conditions of employment without discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, marital status, domestic violence victim status, genetic predisposition or carrier status, or arrest and/or criminal conviction record 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 [press 2, then press 2]. Outside of the Albany area, call toll free at 1-877-697-5627 [press 2, then press 2]. 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.