



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

**APPLICATIONS ACCEPTED CONTINUOUSLY  
TESTS HELD PERIODICALLY**

Examination No. & Title	Salary Grade	Beginning Salary	Job Rate
<b>20-978 Psychiatric Examiner (Psychologist)</b>	<b>27</b>	<b>\$81,856</b>	<b>\$100,822</b>

**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 to practice psychology in New York State AND have:

- Either 1.** one year of pre- or post-licensure experience in the clinical assessment or treatment of the sex offender population, where clinical assessment entails the use of diagnostic tools and techniques to make a determination/recommendation regarding the effectiveness of an overall treatment plan in reducing the likelihood of recidivism and/or harm, the assessment of treatment needs, the assessment of treatment progress, and/or the assessment of risk;\*
- Or 2.** two years of pre- or post-licensure experience in the clinical assessment or treatment of the forensic population, where clinical assessment entails the use of diagnostic tools and techniques to make a determination/recommendation regarding the functional status of an individual, the effectiveness of an overall treatment plan in reducing the likelihood of recidivism and/or harm, the assessment of treatment needs and/or progress, and/or forensic assessments of individuals involved in the legal or criminal justice system.\*

\*Experience, as described, gained for those authorized to practice psychology under Article 153 of the New York State Education Law (<http://www.op.nysed.gov/prof/psych/article153.htm>) or the equivalent statute in other states is considered qualifying.

**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 (NPES); 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 Medicaid and Medicare, you may be terminated from your employment.
3. You must submit a copy of your current New York State registration certificate to practice psychology with your NYS-APP.
4. Continued employment as a Psychiatric Examiner (Psychologist) is dependent upon current licensure and registration by New York State as a psychologist. Loss of licensure and registration may result in removal from employment.
5. Travel Requirements: Appointment to these positions requires extensive travel.
6. Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
7. New York State residence is not required.

**THE POSITIONS:** These positions exist in the Office of Mental Health and are located in Albany and other locations across the state.

**DUTIES:** As a **Psychiatric Examiner (Psychologist)**, you will conduct record reviews, clinical interviews, and psychological testing of sex offenders who are nearing the end of their criminal sentence, as stipulated in the Sex Offender Management and Treatment Act (SOMTA) and Article 10 of the Mental Hygiene Law, to determine whether the individuals have a mental abnormality and require civil management and annually evaluate sex offenders who are subsequently civilly committed to determine if the individual requires continued civil confinement or release to SIST in the community. You may also perform other tasks related to the civil management process. Conduct psychiatric examinations for persons who are in violation of their Strict and Intensive Supervision and Treatment (SIST) conditions; conduct bi-annual reviews for respondents who are in the community under a SIST order to determine whether modifications of the SIST conditions are warranted and/or whether the respondent is still in need of monitoring under SIST; provide expert testimony at probable cause hearings, trials, and other Article 10 legal proceedings as to the finding of mental abnormality as well as the assessment of the respondent's current level of dangerousness.

**SUBJECT OF EXAMINATION:** There will be no written test. If upon review, you meet the Minimum Qualifications you will be mailed a questionnaire which you must complete and return. Your **education and experience** will be evaluated against the general background/critical activities of the position. Your responses to the questionnaire will be the basis for your final score on the examination.

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].

**WHERE TO APPLY:** Mail your completed application to:

- New York State Office of Mental Health, Decentralized Exam Unit, 44 Holland Avenue, Albany, NY 12229

The NYS Department of Civil Service reserves the right to reject for lateness or to accept applications filed after the advertised filing period. All statements you make on your application are subject to investigation.

The Office of Mental Health has an ongoing need for persons qualified for appointment to these positions, and will accept applications at any time and will rate applications whenever additional eligibles are needed. Applications received after a rating will be retained for the next scheduled rating. The eligible list will be updated continuously.

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**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 one year. 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.