



| Examination No. & Title | Salary Grade | Beginning Salary | Non-Refundable Processing Fee (Waivers Available) |
|--|--------------|------------------|---|
| 28-399 Disability Review Psychologist | 25 | \$81,446 | \$45 |

Evaluation of Training and Experience To Be Held During JULY 2018

Applications MUST Be Submitted or Postmarked By JUNE 27, 2018

ONLINE APPLICATION PROCESS AVAILABLE at <http://www.cs.ny.gov/exams>

IMPORTANT: Unless waived, you must pay the non-refundable processing fee. For information on fee waivers, visit <https://www.cs.ny.gov/examannouncements/types/oc/appinfo.cfm##Fee>. It is important that you verify that you entered the correct examination number and title on your online or paper application prior to submitting. If you apply online, you should immediately review your email confirmation notice to verify that you applied for the correct examination. If you do not receive a confirmation number after submitting your online application, your application was NOT received by the Department of Civil Service. No late applications will be accepted after the filing deadline has passed.

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 July 31, 2018, you must be licensed and currently registered to practice Psychology in New York State. You must submit a copy of your current New York State registration certificate to practice psychology with your application form NYS-APP. If you are applying online you must provide the complete New York State registration number in the appropriate area.

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; or email at www.opunit5@mail.nysed.gov.
- Background Investigation:** Because of the nature of the position there is an investigative screening that may include a thorough character investigation. 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 is determined on its own merits, consistent with the applicable provisions of state and federal laws.
- 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.
- Please be advised that all hires or transfers to OTDA's Division of Disability Determinations must submit to mandatory fingerprinting and an associated FBI background investigation by the Social Security Administration under Homeland Security Presidential Directive-12. Not all prior arrests and/or convictions will prohibit appointment. Information is considered on a case-by-case basis.

THE POSITIONS: These positions exist in the New York State Office of Temporary and Disability Assistance in Albany, Binghamton, Buffalo, and New York City.

DUTIES: As a **Disability Review Psychologist**, you would participate as a member of various two-person disability adjudication teams, in the granting or disapproval of disability payments under the Social Security law. Your duties would include evaluating medical and psychological information provided in support of Social Security disability claims, applying federal regulations and guidelines to the medical and psychological information in order to reach disability determinations that are in accordance with the Social Security law, and providing advice and consultation to Division of Disability Determinations staff in the interpretation of medical and psychological information and in the pursuit of further information needed to apply the federal regulations and guidelines.

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. This evaluation will concentrate on the appropriateness, breadth and/or recency of your education and experience. It is essential that you describe your education and experience as completely as possible when you apply. Ambiguity, vagueness, or omissions will not be decided in your favor. Do NOT send resumes. If you apply using the NYS-APP form and 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.

Important: The Department of Civil Service and other state agencies may communicate with you through email correspondence. This may include the notification of your examination results and canvassing you for interest in appointment. It will be important for you to keep your e-mail address, phone number and mailing address current by logging into <https://www.cs.ny.gov/home/myaccount>.

HOW TO APPLY:

- Online our Internet address is <http://www.cs.ny.gov/exams>. NOTE: If you apply online, the non-refundable application processing fee must be paid online via a credit card unless you qualify for a waiver or you are a member of NYS CSEA; or
- 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.

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.

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 in 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.