

CLASS TITLE: CHIEF OF PSYCHIATRIC SERVICES (BHDDH)

Class Code: 02942501
Pay Grade: 64A
EO: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To direct the psychiatric services within the BHDDH facilities/clinical programs or Eleanor Slater Hospital under direction of the BHDDH Chief Medical Officer (CMO) or their designee; to provide direct, professional psychiatric care to those with mental disorders; and to do related work as required.

SUPERVISION RECEIVED: Works under the direction of the Chief Medical Officer, BHDDH; work is subject to review through individual supervision and upon completion through written reports and regular consultations.

SUPERVISION EXERCISED: Organizes and directs the work of subordinate medical staff members including psychiatrists and physician extenders; reviews and evaluates the work performed for the application of evidence-based medical, psychiatric and other techniques in the care and treatment of those with mental disorders.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To direct the psychiatric services within the BHDDH facilities/clinical programs or Eleanor Slater Hospital under direction of the BHDDH Chief Medical Officer (CMO) or their designee.

To provide direct, professional psychiatric care to those with mental disorders.

To develop and execute policies, plans and procedures relating to inpatient, outpatient and day care, community treatment, rehabilitation and discharge of patients.

To provide general supervision to various professional psychiatric services and/or clinics associated with BHDDH's mental health program.

To provide leadership in the establishment of standards of performance for professional psychiatric staff members consistent with sound and acceptable hospital practices.

To review the general level of work performed by evaluation of reports and in staff, clinical and consultative conferences and by observation of the overall care and treatment of patients.

To assign patient loads and physician work schedules.

To provide consultative service and advice as may be required in the care and treatment of the more complex, difficult and/or special cases.

To provide peer review and approved lectures to staff members, residents, and others on the care and treatment of the mentally ill and new developments in the field of psychiatric medicine.

To participate in training and supervision of physicians-in-training, medical students and other trainees as appropriate and to evaluate the work of these trainees as required for assessment of their work in the Eleanor Slater Hospital/BHDDH setting.

To assist in the development of programs for the education of professional and non-professional hospital staff.

To write and/or modify or to oversee the process of writing and modifying facility policy/procedures to assure continual safety and consistency with standards of care in the field with assistance and support of related staff.

To participate in the development and implementation of community mental health programs and other forms of integrated care.

To provide evaluation, assessment and recommendations as needed in addressing adverse incidents or other risk management issues that may occur in the hospital or other BHDDH clinical sites.

To maintain medical/psychiatric skills through participation in continuing education and maintenance of certification activities in their specialty/subspecialty.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT

KNOWLEDGE, SKILLS AND CAPACITIES: A thorough knowledge of the principles and practices of psychiatry; a thorough knowledge of principles, practices and techniques applied in the diagnosis, care and treatment of persons suffering from mental and substance use disorders and skill in their application; the ability to make diagnoses and prescribe and/or administer appropriate medical and psychiatric treatment in difficult and complex cases; the ability to establish and maintain standards of performance for staff members consistent with accepted and evidence-based practices; the ability to assist in developing community-based mental health programs; the ability to plan, organize, coordinate, and review the work of psychiatric medical staff members; the ability to evaluate the quality of the various service units within the facility in terms of adequate patient care and treatment; the ability to write and/or modify applicable policies and procedures as required; the ability to maintain good relations with staff members, superior officials and with relatives of patients receiving care and treatment; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a medical school of recognized standing supplemented by advanced study in the field of Psychiatry; and

Experience: Such as may have been gained through: successful completion of an Accreditation Council for Graduate Medical Education (ACGME) approved residency in the field of Psychiatry;

SPECIAL REQUIREMENTS: At the time of appointment, must meet established requirements of the Rhode Island Department of Health to practice medicine in Rhode Island, must hold an unrestricted license to practice medicine in Rhode Island, and must maintain these requirements as a condition of employment. At the time of appointment, must possess and maintain a DEA (Drug Enforcement Administration) registration and Rhode Island controlled substance registration. At the time of appointment, must be American Board of Psychiatry and Neurology eligible or certified in primary field of residency training as described above. If Board eligible when hired, must become Board certified within three (3) years of employment. Once Board certified, must maintain competency through meeting ongoing continuing medical education and/or maintenance of certification requirements for specialty or subspecialty as a condition of employment.

Class Created: December 24, 2017