

**MONTGOMERY COUNTY  
GOVERNMENT ROCKVILLE,  
MARYLAND**

**Class Code: 2502  
Grade 27  
FLSA: Exempt**

**REGISTERED PSYCHOLOGY ASSOCIATE  
(PSYCHOLOGIST SERIES)**

**DEFINITION OF SERIES:**

This is professional clinical psychology work, providing direct clinical services (crisis intervention, psychological assessment, testing, evaluation, diagnosis, and psychotherapeutic treatment) to child, adolescent, and adult clients with problems concerning personality, emotional adjustment, behavior, or mental illness.

**DISTINGUISHING CHARACTERISTICS:**

An employee in this class is recognized by the State Board of Examiners of Psychologists as a Registered Psychology Associate practicing comprehensive clinical psychology under the close supervision of a licensed psychologist.

**MAJOR DUTIES:**

Under the auspices of a licensed psychologist, the Registered Psychology Associate is responsible for conducting a variety of psychodiagnostic evaluations and tests in order to assess intellectual capacity, emotional function, and capacity for life functions, abstract reasoning, memory, sequential reasoning, and other mental/emotional areas as they reflect mental health and behavior problems. The Psychology Associate conducts psychological tests and applies knowledge of the field of clinical psychology to interpret and apply new theories/developments to unusual conditions and psychological problems, which are not always susceptible to treatment by conventional methods. Employees in this class may be assigned to the Police Department and provide consultation services to management and supervisors concerning psychological issues and may assist with developing and presenting recruitment and in-service training.

**EXAMPLES OF DUTIES: (Illustrative Only)**

**Under the direction of a licensed Psychologist:**

- Provides direct clinical service to clients which includes stabilizing and managing individuals in mental health crises (crisis intervention); conducting psychodiagnostic evaluations and formulating diagnoses; providing individual, family and group psychotherapy; and establishing and maintaining client records.
- Participates in special studies and research projects; e.g., developing data base for statistical analysis of client information, designing validation study for psychological testing program, etc.
- Interprets results of psychodiagnostic evaluations for referring staff members; agencies requesting special evaluations, i.e., courts, schools, and hospitals; as well as for patients and family members.
- Provides consultation to management and supervisors concerning psychological issues and develops and presents training.
- Administers, scores, and interprets a wide range of standardized psychological tests to

measure and evaluate intellectual functioning, personality structure, interest, aptitude and related psychological factors; prepares comprehensive reports on such tests for use in diagnosis and treatment.

- Collaborates with multi-disciplinary mental health team for treatment planning, case review and consultation.
- Consults with County Government health care and social service professionals and private service providers to establish and improve mental health programs and services.
- Performs related duties as required.

**SUPERVISORY CONTROLS:**

The Registered Psychology Associate practices comprehensive clinical psychology under the close supervision of a licensed psychologist. The employee plans and carries out the work in accordance with accepted practices. The supervisor, a licensed psychologist, reviews the work through records and conferences to ensure effectiveness in meeting program objectives.

**SUPERVISION EXERCISED:**

Employees in this classification do not supervise other positions.

**GUIDELINES:**

Work is performed in accordance with requirements set forth by the Maryland State Board of Examiners for Psychologists, applicable Federal, State and County regulations, policies, guidelines, and practices.

**COMPLEXITY:**

Under a recognized licensed psychology supervisor, a Registered Psychology Associate performs comprehensive and highly analytical work in the application and interpretation of psychodiagnostic test results, and in the application of extensive forms of analysis to make a psychological diagnosis.

**SCOPE AND EFFECT:**

The work has a direct impact on the health and well-being of clients and government services to the community.

**CONTACTS:**

Contacts are with clients and their families, County Government health care professionals and other public and private health care-related agency representatives, and representatives of the court and school systems for the purpose of consultation/reaching agreement on treatment plans, providing and coordinating direct treatment services, and resolving clinical problems.

**PUBLIC SERVICE/ASSISTANCE:**

The public service and assistance a Registered Psychology Associate provides involves intensive interaction with the client and client family members.

**HAZARDS:**

Work involves occasional exposure to aggressive and unpredictable behavior from clients.

**MINIMUM QUALIFICATIONS:**

**Education:** Earned a degree recognized by the Maryland Board of Examiners of Psychologists in accordance with the provisions of Health Occupations, Article 18 – 302(g).

**At minimum, a Registered Psychology Associate must:**

- Have a master's degree in clinical psychology, counseling psychology, or school psychology from a program accredited by the Council for Higher Education Accreditation; or
- Have a master's degree in education with a field of specialization in psychology or counseling psychology from a program accredited by the Council for Higher Education Accreditation; or
- Be admitted to candidacy for a doctoral degree in clinical psychology, counseling psychology, school psychology, or education with a field of specialization in psychology or counseling psychology in a program accredited by the Council for Higher Education Accreditation, after having satisfactorily completed at least three (3) years of postgraduate education in psychology and passed preliminary doctoral examinations; or
- Have completed a doctoral degree in psychology or in education with a field of specialization in psychology or counseling psychology from a program accredited by the Council for Higher Education Accreditation; or
- Have a least a master's level degree from a program outside the United States that has been determined by the Maryland State Board of Examiners for Psychologists to be equivalent to the degree requirements.

**Experience:** Must meet the provisions to qualify as a Registered Psychology Associate in accordance with the Annotated Code of Maryland, Health Occupations, Article 18-302(g). This may include activities and services of a student, intern, resident or fellow while pursuing a supervised course of study in psychology that the Board approves as qualifying training and experience.

**Equivalency:** Refer to the Maryland State Board of Examiners of Psychologists, Health Occupations Article 18-302, and the Code of Maryland Regulations (COMAR) 10.36.07 and 10.36.07.04 for equivalencies, waivers, or exceptions.

**Knowledge, Skills, and Abilities:*****Thorough Knowledge of:***

- Knowledge of, and the ability to apply the theories and principles of psychology, human growth and development, normal and abnormal personality development, and learning theory; interviewing techniques; and personality, intelligence, interest and aptitude measurements.
- Knowledge of and the ability to apply psychological principles and methods in the diagnosis, prevention, treatment and amelioration of psychological problems, emotional and/or mental conditions of individuals and groups.
- Knowledge of modern psychological tests, testing techniques and procedures.
- Knowledge of the psychological services provided in a community mental health program.
- Knowledge of applicable Federal, State and County laws and regulations.

***Skill In:***

- Skill in utilizing analytical, scientific, or specialty software.
- Skill in applying and interpreting psychological tests and diagnoses.
- Skilled in selecting, organizing, and logically processing relevant information (verbal, numerical, or abstract) to solve a problem.
- Skill in developing and maintaining effective, empathetic, and professional clinical relationships.
- Skilled in communicating and understanding information, drawing inferences, forming hypotheses and developing logical arguments.
- Skilled at expressing information verbally so that others will understand, agree or comply, and, at times, be convinced or persuaded. This includes the ability to listen ‘actively’ and encourage effective oral communication by others such as clients and their families.
- Interpersonal skills to interact with business contacts in a businesslike, customer service-oriented manner; this includes skill in establishing and maintaining effective professional working relationships and working as a member of an interdisciplinary team.

***Ability to:***

- Ability to administer, score and interpret difficult and complex psychological tests.
- Ability to establish and maintain effective working relationships with clients and their families, County health care professionals and other public and private health care-related agency representatives, and representatives of the court and school systems.
- Ability to communicate clearly and effectively.
- Ability to attend meetings or perform other assignments at locations outside the office as necessary.

**Licenses, Registrations, Certifications, or Special Requirements:**

- Must qualify as a Registered Psychology Associate to practice under a licensed psychology supervisor as determined by the Maryland State Board of Examiners for Psychologists by the date of appointment.
- A Registered Psychology Associate and the Licensed psychologists who supervises a Registered Psychology Associate must fulfil the requirements set forth in COMAR, Title 10, Maryland Department of Health, Subtitle 36 Board of Examiners of Psychologists, Chapter 07, Psychology Associate, (10.36.07) and Health Occupations Articles, 18-101, 18-206, and 18-301, Annotated Code of Maryland.
- Incumbents assigned to this class must use the title of “Registered Psychology Associate.”
- Possession and maintenance of a valid Class C (or equivalent) driver’s license from the applicant’s state of residence when required for job-related duties.

**Note:** There will be no substitutions for this section.

**WORK ENVIRONMENT:**

Work is primarily sedentary in nature and performed in an office environment.

**PHYSICAL DEMANDS:**

May involve evening-weekend-holiday duty or rotating shifts. The work requires ordinary physical effort to sit, walk, stand, bend, and reach or carry light items. Ability to attend

meetings or perform other assignments outside the office, such as responding to the scene of a critical incident or location.

**PROBATIONARY PERIOD:**

Individuals appointed to a position in this class will be required to serve a probationary period of twelve (12) months and, if promoted to a position in this class, will be required to serve a probationary period of six (6) months. Performance will be carefully evaluated during the probationary period. Continuation in this class will be contingent upon successful completion of the probationary period and continuation to meet the requirements as a Registered Psychology Associate as set forth in the Maryland Psychologists Act and by the Board of Examiners of Psychologists.

**BARGAINING STATUS:** Positions in this class are normally unrepresented.

**MEDICAL PROTOCOL:** Limited Core Exam. Positions assigned to Fire and Rescue require Limited Core Exam with Drug/Alcohol Screen.

**PROMOTIONAL POTENTIAL:**

Incumbents hired as a Registered Psychology Associate, may, upon recommendation of the appointing authority, and dependent on funding availability, be promoted to the Psychologist\* (budget level) class upon meeting all of the requirements of a Licensed Psychologist in accordance with the Maryland Psychologists Act and the Board of Examiners of Psychologists.

**CLASS SPECIFICATION HISTORY:**

**Class Established:** June 2022

Class Code formerly assigned to the Psychologist occupational class series.