



Outpatient Services Psychiatrist – Contract Position

The Beaver Valley Intermediate Unit (BVIU) serves as the administrative hub for a network of educational services designed to support the school districts within Beaver County, Pennsylvania. The BVIU plays a vital role in providing innovative educational resources and services that enhance student learning and achievement.

The BVIU is seeking candidates to fill an **Outpatient Services Psychiatrist** position that will provide psychiatric services in compliance with Pennsylvania Title 55 Chapter 5200 regulations. This role requires a dedicated professional committed to delivering comprehensive and ethical psychiatric care while ensuring adherence to legal and regulatory standards.

Please review the job description for qualifications, duties, responsibilities, and terms of employment. Pay is commensurate with experience. Qualified candidates who are interested in this position should email a letter of interest, resume, salary requirements, and 3 letters of recommendation to **Chelsie D'Amico, Human Resources Generalist** at chelsie.damico@bviu.org by 10:00 PM on Sunday, March 30, 2025.



Outpatient Services Psychiatrist - Contract

Reports to: Director of Special Education

Anticipated Effective Date: May 1, 2025

JOB DESCRIPTION

The Outpatient Services Psychiatrist will serve as the Medical Director providing psychiatric services in compliance with Pennsylvania Title 55 Chapter 5200 regulations including but not limited to conducting the initial evaluation to determine the diagnosis and level of service needed, medication management and clinical consultation for consumers enrolled, and clinical supervision of health professionals.

QUALIFICATIONS

- Valid PA Medical License, MD and Board Certification in child/adolescent psychiatry is required.
- Valid PA Drivers License is required.
- 5 years of experience is required.
- Supervisory experience is preferred.
- The successful candidate will demonstrate:
 1. Strong knowledge and understanding of current laws and regulations.
 2. Ability to maintain confidentiality and handle sensitive information with discretion.
 3. Excellent organizational and time management skills, with the ability to meet deadlines.
 4. Strong communication skills and ability to interact with stakeholders at all levels.
 5. The ability to work as part of a team.
- The successful candidate will be required to submit the following prior to their first day of employment:
 1. Pre-Employment Physical and TB Test
 2. Act 151 – Child Abuse History Clearance
 3. Act 34 – PA Criminal Record Check
 4. Act 114 – FBI Fingerprint Clearance
 5. Act 126 – Mandated Reporter of Child Abuse Certificate

DUTIES AND RESPONSIBILITIES

The Outpatient Services Psychiatrist will:

- Provide psychiatric evaluations to consumers referred to the outpatient program to determine level of care.
- Provide ongoing consultation and work collaboratively with the team regarding medication and mental health interventions.
- Prescribe and monitor medication for consumers as applicable.
- Complete all necessary paperwork within a timely manner, including a medication reconciliation form and psychiatric progress notes.

- Participate in biweekly supervision meetings with all clinical staff.
- Review and complete necessary documentation in state requirements.
- Conference with parents regarding student progress.
- Secure information for budget purposes as needed.
- Perform other related duties as directed by the Director of Special Education and/or the Executive Director of the Beaver Valley Intermediate Unit.

TERMS OF EMPLOYMENT

- This is a contracted service.
- Minimum of 8-10 Hours per week
- This is an on-site position at Hopeful Minds Outpatient Services.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

The successful candidate for this position will be able to, either with or without accommodation:

- Use a computer, keyboard, and other office equipment - constantly
- Sit for an extended period of time – constantly
- Adequate vision to perform duties – constantly
- Hearing Clearly – constantly
- Ability to speak clearly and distinctly when communicating– constantly
- Walk or stand for extended period of time - frequently
- Lift, carry, push, pull up to 35 pounds – occasionally
- Ability to Kneel, crouch, bend and reach to retrieve and handle materials and supplies –occasionally

The Beaver Valley Intermediate is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, ancestry, religion, sex, sexual orientation, age, handicap, or limited English proficiency in its educational programs, services, facilities, activities or employment practices as required by Title IX of the 1972 Educational Amendments, Title VI and Title VII of the Civil Rights Act of 1964, as amended, Section 504 Regulations of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1975, Section 204 Regulations of the 1984 Carl D. Perkins Act, the Americans with Disabilities Act, or any other applicable federal or state statute.