



**NEW YORK STATE DEPARTMENT OF CIVIL SERVICE ANNOUNCES**  
**Promotion Examination Open To State Employees**

**APPLICATIONS ACCEPTED CONTINUOUSLY**  
**TESTS HELD PERIODICALLY**

<b>Examination No. &amp; Title</b>	<b>Salary Grade</b>	<b>Beginning Salary</b>	<b>Job Rate</b>
<b>30-182 Licensed Psychologist - Addictions</b>	<b>25</b>	<b>\$73,768</b>	<b>\$92,974</b>

**OPEN TO ALL QUALIFIED EMPLOYEES OF THE NEW YORK STATE**  
**OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES**

**MINIMUM QUALIFICATIONS TO PARTICIPATE IN THIS EXAMINATION:** On or before the date of filing your application you must be a qualified employee of the Office of Alcoholism and Substance Abuse Services and you must be **licensed and currently registered to practice psychology in New York State\*\*** **AND** have had one year of permanent competitive service as an Associate Psychologist, Associate Psychologist (Spanish Language), Psychologist 2, or Psychologist 2 (Spanish Language).

\*\*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 e-mail at [www.opunit5@nysed.gov](mailto:www.opunit5@nysed.gov).

**QUALIFYING EXPERIENCE FOR APPOINTMENT FROM THE ELIGIBLE LIST:** After one year of the service described in the Minimum Qualifications, successful candidates will be qualified for appointment from the eligible list.

**NOTES:**

1. You must submit a copy of your current New York State registration certificate to practice psychology with your application. You do **NOT** need to complete the back of the promotion application form. You will instead be required to complete a job-specific questionnaire (see Subject of Examination).
2. The New York State Office of Alcoholism and Substance Abuse Services has an ongoing need for persons qualified for appointment to these positions. Therefore, they will accept applications at any time and will rate the experience of qualified applicants whenever additional eligibles are needed. Applications received after a rating is completed will be retained for the next rating period.
3. Qualified candidates will have their names placed on the eligible list for the examination in order of final scores, regardless of the date on which they filed or took the test. The names of qualified candidates will remain on the eligible list for two years. Appeal of ratings will not be allowed as the opportunity for retest exists.
4. You may compete in this examination once a year.
5. If you are eligible for appointment from both an open-competitive and a promotion list, you will only be considered for appointment from the promotion list.

**SUBJECT OF EXAMINATION:** There will be no written test. If, upon review of your application, you meet the "Minimum Qualifications," you will be mailed a supplemental questionnaire which you must complete and return. Your education and experience as presented in the questionnaire will be evaluated against the general background of the position; and your responses to the questionnaire will be the basis for your final score.

If you pass, your seniority credit(s), if any, will be included in the computation of your final score. Rank on the eligible list will be determined after adding any wartime veterans' credits to your final passing score.

**DUTIES:** As a **Licensed Psychologist** in the Office of Alcoholism and Substance Abuse Services, you would provide professional psychological services including, but not limited to, completing Emotional Behavioral Assessments and informing the appropriate clinical supervisor of any significant findings; coordinating referrals and follow-ups for facility psychiatrist; providing consultation to all treatment teams and meeting with patients as requested for psychological counseling. You will also provide consultation and peer review to other clinicians to improve their clinical performance or patient record-keeping.

**HOW TO APPLY:**

- Download the examination application NYS-APP form at <http://www.cs.state.ny.us/announ/applications.cfm>; or
- Email [examinfo@cs.state.ny.us](mailto:examinfo@cs.state.ny.us) 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 Alcoholism and Substance Abuse Services, Bureau of Human Resources Management, 1450 Western Avenue, Albany, New York 12203.

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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, or arrest and/or criminal conviction record unless based upon a bona fide occupational qualification or other exception.

**REASONABLE ACCOMMODATIONS IN TESTING:** In addition, 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 enjoy equal opportunity. Persons with disabilities who require an accommodation to participate in an examination must note this on their applications. Further information is available from the Test Administration Unit of the Department of Civil Service at (518) 457-2487 [press 2, then press 2] in the Albany area, toll free at 1-877-697-5627 [press 2, then press 2], or via TDD (telecommunications device for the deaf) at (518) 457-8480.

**NEW YORK STATE RESIDENCE IS NOT REQUIRED FOR MOST POSITIONS:** However, you must be eligible for employment in the United States.

**ELIGIBILITY FOR EXAMINATION:** To be eligible to compete in this examination, you must be employed in the specified department or agency on a permanent or contingent permanent basis in the competitive class, or in the non-competitive class or labor class if specifically noted on this announcement (or be on an appropriate preferred list), and have the specified time in the specified title or salary grade. You may not compete in a test for a title if you are permanently employed in that title (unless you are still on probation) or in a higher direct line of promotion. You should contact your personnel office if you have questions about being a "qualified employee of New York State."

**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 two years. 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.