

Alberta's Health Regions and Voluntary Organizations and the Health Sciences Association of Alberta (HSAA)

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Psychometrist**

Date Updated: **May 20, 2008**

Job Summary:

The Psychometrist provides psychological services in administering, scoring, and reporting on a variety of group and individual Psychological tests as ordered by the Psychologist. Conducts and scores psychological tests, basic and routine assessments, interpretation and data processing. Assists with behavioral programming, testing and scoring.

Key Responsibilities and Typical Duties:

Core Duties

- Acquires patient information through file review, structured interviews and questionnaires.
- Schedules client assessments.
- Administers psychometric instruments, scores data and reports results to supervising psychologists.
- Conducts behavioral observations in a variety of situations and documents in patient's chart.
- Writes descriptive reports of behavioral observations.
- Compiles statistics and prepares related clinical reports.
- Facilitates group and individual sessions on behavioral change (e.g. anger management).
- Participates in the development of research proposals.
- Provides coordination and liaison with other related services such as regional sites, school districts and continuing care facilities.
- Orders and maintains inventory of psychological test materials as needed.

Leadership

- May provide orientation to new staff and students.
- May provide clinical education in psychological testing and administration to residents, psychology residents, nursing students, other health care providers, and community groups.

Decision-Making

- Determines whether to initiate/continue client testing.

Knowledge:

Education

- Bachelor's Degree in Psychology or a related field, from an accredited university.

Working Conditions:

Physical Demands

- Sitting for long periods of time.
- Extensive computer use.
- May be required to transfer, reposition or restrain clients.
- Required to lift and transport testing materials and equipment.

Work Environment

- General office/ward environment.
- Travel in all weather/road conditions required.
- May involve working with clients who present criminal or suicidal tendencies; potential exposure to violence and aggression, which may be in isolated and solitary settings.