

**Section 400 - Personnel**  
**Employees Job Descriptions**  
**School Psychologist**

**File: 405.22 – R1**

The school psychologist shall be assigned, supervised, and evaluated by the Superintendent of schools, and the duties shall include, but not be limited to, the following:

1. Identifies and assesses the learning, development, and adjustment characteristics and needs of individuals and groups, as well as, the environmental factors that affect learning and adjustment. Uses assessment data about the student and his/her environment(s) in developing appropriate interventions and programs.
2. Provides interventions to students to support the teaching process and to maximize learning and adjustment.
3. Provides consultation to parents, teachers, other school personnel, and community agencies to enhance the learning and adjustment of students.
4. Assists in the planning, development, and evaluation of programs to meet identified learning and adjustment needs.
5. Delivers a planned and coordinated program of psychological services.
6. Applies ethics and standards of professional practice in the delivery of school psychological services and observes relevant laws and policies that govern practice. Participates in professional organizations and continually seeks to improve professional knowledge and skill.
7. Communicates effectively with students, parents, and school staff. Maintaining confidentiality of sensitive information related to staff, students, and parents;
8. Maintaining a cordial and cooperative relationship with all personnel, students, patrons, and vendors;
9. Maintaining consistent attendance for the benefit of the students;
10. Facilitating Medicaid eligibility determination;
11. Assisting with transportation related activities in support of Medicaid covered services;
12. Translation related to Medicaid services;
13. Program planning, policy development, and interagency coordination related to Medicaid services;
14. Medicaid related training;
15. Referral, coordination and monitoring of Medicaid services;
16. Performs other duties, tasks, and responsibilities as assigned by the Superintendent.