

Health Job Function

	Health and Wellness	Nursing	Behavioral Health Services	Physical Therapy	Athletic Training	Pharmaceutical
55	Health Educator	Nurse Educator Veterinary Nurse				
56	Dietitian			Physical Therapist	Athletic Trainer I	
57	Wellness Manager	Registered Staff Nurse Nurse Practitioner Nurse Practitioner- Infection Control Nurse Nurse Manager Case Manager Case Management Director	Behavioral Health Counselor II Social Worker			Pharmacist
58	Chief Clinical Dietitian		Behavioral Health Counselor II ?? Psychologist	Physical Therapy Management	Athletic Training Management	Pharmacy Management
59						

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Health Job Function

Physical Therapy Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
56E	Physical Therapist	Bachelor's degree; Master's degree required 3+ years of experience in physical therapy Massachusetts Licensed Physical Therapist	<ul style="list-style-type: none"> • Selects and performs the appropriate physical therapy patient assessment procedures based on acceptable practice standards • Establishes formal care plan to address individualized patient needs • Provides referring practitioner with on-going patient progress • Performs treatments to alleviate physical problems based on assessment • Documents patient response to treatment and progress toward goals, including appropriate follow-up and discharge planning 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides physical therapy care to patients</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Physical Therapy Job Family

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58E	Physical Therapy Management	Master's degree required 7+ years of experience in physical therapy Massachusetts Licensed Physical Therapist Supervisory experience	<ul style="list-style-type: none"> • Establishes standards for therapy and patient participation for inpatient and outpatient care • Responsible for all administrative operations, processes and systems • Ensures that all operations are observed, recorded, maintained and reported • Facilitates and enhances the delivery of patient care • Approves all new therapy programs or changes to existing programs • Develops, implements and evaluates unit policies and procedures • Prepares yearly operating and capital budgets and oversees purchasing and capital budget requests 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Manages a small Physical Therapy inpatient and outpatient service</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Athletic Training Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
56E	Athletic Trainer I	<p>Bachelor’s degree in physical therapy or allied health field</p> <p>3+ years of experience in sports medicine/athletic training</p> <p>Certification from the National Athletic Trainers Association (NATA) and Massachusetts Athletic Training License</p>	<ul style="list-style-type: none"> • Provides evaluation, treatment and rehabilitation for intercollegiate athletes • Conducts pre-season screening and conditioning to prevent injuries during competitions • Responsible for the training room and supervises the student athletic trainers • Travels with assigned team • Recommends and administers policies on fitness and medical care for injuries. • Provides care for injuries incurred by all University athletes • In conjunction with team physicians and the coaching staff, assesses nature of athlete’s illness or injury, treats and rehabilitates athletes to return them to full activity levels • Assists team physicians during clinic hours • Administers first-aid and emergency techniques such as applying tape, bandages, braces and padding to injuries • Documents treatments, referrals and injury reports 	<p>IMPACT Some impact on operations, resources, or University’s reputation</p> <p>SCOPE Provides athletic training for a team</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Athletic Training Job Family

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58E	Athletic Training Management	<p>Bachelor's degree in physical therapy or allied health field</p> <p>7+ years of experience in sports medicine/athletic training</p> <p>Certification from the National Athletic Trainers Association (NATA) and Massachusetts Athletic Training License</p>	<ul style="list-style-type: none"> • Provides athletic training services including testing, evaluation, and assignment for training regimens, treatment for injuries, rehabilitation and medical referrals • Supervises and provides athletic training support for intercollegiate athletics. • Serves as principal trainer for selected teams • Coordinates team physicals and activities of team physician • Maintains established safety standards • Responsible for budget management and staff supervision • Assigns team responsibilities to training staff • Liaison person to the Athletic Department • Provides first aid support • Instructs recreation programs 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Manages the Athletics Training department</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Pharmaceutical Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
57E	Pharmacist	<p>Bachelor's Degree Required</p> <p>Graduate of an American Council on Pharmaceutical Education approved College of Pharmacy</p> <p>Licensed by the Massachusetts Board of Pharmacy</p> <p>5+ years of experience in pharmacy practice</p>	<ul style="list-style-type: none"> • Compounds and dispenses pharmaceuticals in all areas of pharmacy • Interprets and evaluates physician's orders for the most cost-effective, appropriate therapy, therapeutic duplications, drug-related allergies and recommending formulary substitutions for non-formulary drug orders • Provides patient counseling and education on medication use and storage • Provides pharmaceutical and drug information to medical staff and outpatients • Works directly with the Health Services professional staff for the purpose of drug surveillance, drug information, to ensure the patient's proper course for recovery • Ensures compliance with all polices, procedures, codes and standards of State and Federal laws, rules and regulations 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides pharmaceutical services to patients and medical staff</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Pharmaceutical Job Family

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58E	Pharmacy Management	<p>Masters Degree in Pharmacy required</p> <p>Graduate of an American Council on Pharmaceutical Education approved College of Pharmacy</p> <p>Licensed by the Massachusetts Board of Pharmacy</p> <p>7+ years of experience in pharmacy practice</p> <p>Supervisory experience</p>	<ul style="list-style-type: none"> • Directs the pharmacy program in accordance with all federal and state laws relating to the storage, compounding and distribution of drugs. • Develops policies and procedures that promote effective, appropriate and safe use of drugs • Maintains strict control and accountability of drugs dispensed to patients and all drug purchasing • Prepares yearly operating and capital budgets and oversees purchasing and capital budget requests • Maintains a drug information center • Serves as a member of the Pharmacy and Therapeutics Committee, the Medical Practice Committee, and the Quality Management Committee 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Manages a small inpatient and outpatient Pharmacy service</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Health and Wellness Job Family

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56E	Dietitian	<p>Bachelor's degree in Nutrition</p> <p>Master's preferred</p> <p>Current American Dietetic Association registration</p> <p>Massachusetts Dietetic License</p> <p>3+ years of experience in medical nutrition therapy</p>	<ul style="list-style-type: none"> • Responsible for providing medical nutrition therapy to inpatients and outpatients • Assesses nutritional needs and develops, implements and evaluates nutritional care plans • Provides individual and group nutritional counseling, education and outreach to patients and the Harvard community • Ensures compliance with all Medicare standards • Performs research duties as assigned 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides medical nutrition Therapy to patients and the Harvard community</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Health Job Function

Health and Wellness Job Family

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58E	Chief Clinical Dietitian	Master's Degree in Nutrition Current American Dietetic Association registration Massachusetts Dietetic License 7+ years of experience in medical nutrition therapy Certification as health education specialist preferred Supervisory experience	<ul style="list-style-type: none"> • Manages and directs clinical inpatient and outpatient nutrition services • Develops, implements, and evaluates quality and performance standards • Ensures that patient care is administered in accordance with the approved Manual of Clinical Dietetics • Manages food and nutrition services • Manages the nutrition education and outreach to the Harvard community • Responsible for the consultation and training of other clinical staff • Prepares yearly operating and capital budgets and oversees purchasing and capital budget requests 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Manages the inpatient and outpatient medical nutrition therapy service</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Health and Wellness Job Family

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56E	Health Educator	Master's degree in Health Education 3+ years of experience	<ul style="list-style-type: none"> • Serves as key resource to community in the areas of health, wellness, educational resources and disease prevention • Assesses individual and campus community needs for health promotion and education • Develops comprehensive wellness programs and services • Identifies methodologies and technologies to implement and evaluate health promotion efforts and programs • Oversees the administration, organization and scheduling of Wellness programs or projects • Disseminates health-enhancing information regarding needs, concerns and resources to community 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides comprehensive health education work.</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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57E	Wellness Manager	<p>Master's degree in Wellness Management, Health and Fitness, Health Sciences and Education, Physical Education or an equivalent field</p> <p>5+ years of experience with wellness programs</p>	<ul style="list-style-type: none"> Manages the daily operations, ensuring appropriate staffing and service to support excellent care and the smooth functioning of the service. Decision-maker on all administrative operations, processes and systems, such as budgeting, scheduling and monitoring service standards. Key processes are customer service, budgeting, scheduling, managing staff, monitoring service standards, quality management, risk management, training, orienting, supervising, problem solving, development and implementation of information systems, report generation and analysis. HUHS standards, JCAHO accreditation standards and regulatory compliance are used as guiding principles. Creates approaches and mechanisms to increase health literacy, self-health management and educational outreach within the university community. Performs needs assessment, design, implementation, and evaluation of health education, health promotion, and wellness programs into the primary practice of medicine and medical specialties as well as the Harvard community to improve the health and well-being of consumers. 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides comprehensive health education work for a unit.</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN ?? Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Nursing Job Family

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57E	Registered Staff Nurse	Bachelor's Degree in Nursing Massachusetts Licensed 2+ years of experience in area of specialty and 5+ overall nursing experience	<ul style="list-style-type: none"> • Responsible for the nursing plan of care of assigned patients in accordance with physician's orders • Responsible for the nursing assessments, telephone triage and patient education • Reviews medical record for pertinent previous and current medical information • Interviews patients for assessment of current problems, medications and allergies • Administers medications according to policy and procedure • Identifies acute versus emergency situations and responds to emergencies according to policy • Documents all care provided in a concise and complete manner 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides nursing care for a unit</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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57E	Nurse Practitioner	<p>Master's Degree in Nursing</p> <p>Massachusetts License as Nurse Practitioner</p> <p>2+ years of experience as a nurse practitioner and 5+ overall nursing experience</p>	<ul style="list-style-type: none"> • Performs physical assessment relevant to health needs • Determines and documents diagnosis and appropriate therapeutic plan • Implements appropriate therapeutic treatments • Prescribes and/or administers medications accordingly • Plans the appropriate interventions including primary management, health supervision, health education and referral • Provides and documents patient/family education related to disease, health procedures, medication and treatment regimens • Collaborates with health care providers 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides advanced Nursing care for a unit.</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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57E	Nurse Practitioner – Infection Control Nurse	<p>Master’s Degree in Nursing</p> <p>Massachusetts License as Nurse Practitioner</p> <p>2+ years of experience as a nurse practitioner and 5+ overall nursing experience</p>	<i>The Duties and Responsibilities at this level are similar to those at the prior level. This level varies based on the other measures listed (Impact/scope, Education/Experience, and Supervision)</i>	<p>IMPACT Some impact on operations, resources, or University’s reputation</p> <p>SCOPE Provides advanced Nursing care for a unit and overall safety and compliance for the department.</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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57E	Nurse Manager	<p>Master's Degree in Nursing</p> <p>Massachusetts License as Nurse Practitioner</p> <p>5+ years experience as an RN</p> <p>2+ years experience in supervisory role</p>	<ul style="list-style-type: none"> • Plans, organizes and directs nursing practice • Facilitates and enhances the delivery of patient care • Identifies required clinical competencies and develops, implements and evaluates established competencies • Reviews health care regulations to assure safe and current practice • Plans and develops initiatives to support the primary care model • Supervises clinical staff • Identifies patient and family education needs and assures that appropriate educational plans are developed, implemented and documented • Provides and analyzes data to improve performance and measure patient care • Prepares yearly operating and capital budgets and oversees purchasing and capital budget requests 	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Typically manages the Nursing care for a unit</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Supervises: Supervises work and processes, assigns work, typically has primary responsibility for evaluating performance and performance management, effectively recommends hiring and firing decisions.</p> <p>Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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55E	Nurse Educator	Master's Degree in Nursing RN with current MA license ANP or CNS mental health preferred 2+ years of experience in patient education	<ul style="list-style-type: none"> • Plans, implements and evaluates patient and family education policies • Supports clinicians in patient education • Provides continuing education for clinicians • Identifies priorities for patient education • Develops and evaluates age and culturally relevant education materials • Ensures compliance with regulatory standards • Manages the community health screenings and clinics 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides nursing education for a unit.</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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57E	Case Manager	Bachelors' degree in Nursing Massachusetts Nursing License 5+ years of experience Case Management certification preferred	<ul style="list-style-type: none"> • Reviews all aspects of care on assigned cases to ensure appropriate utilization and quality • Manages discharge planning functions including home care and rehabilitative services arrangements. • Acts as a liaison between patients and department • Manages all routine utilization review functions 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Typically manages the Case administration for a unit</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Supervises: Supervises work and processes, assigns work, typically has primary responsibility for evaluating performance and performance management, effectively recommends hiring and firing decisions.</p> <p>Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Nursing Job Family

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57E	Case Management Director	Bachelors' degree in Nursing Massachusetts Nursing License 5+ years of experience Supervisory experience Case Management certification preferred	<ul style="list-style-type: none"> • Reviews all aspects of care on assigned cases to ensure appropriate utilization and quality • Develops policies and procedures for department and educates staff • Evaluates department to assure maximum efficiency • Manages discharge planning functions including home care and rehabilitative services arrangements. • Acts as a liaison between patients and department • Identifies information and reporting needs for department • Manages all routine utilization review functions 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Typically directs the Case management department</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Supervises: Supervises work and processes, assigns work, typically has primary responsibility for evaluating performance and performance management, effectively recommends hiring and firing decisions.</p> <p>Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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Nursing Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
55E	Veterinary Nurse	Veterinary Nursing degree 2+ years of experience	<ul style="list-style-type: none"> • Clinically evaluates individual animals • Maintains federally mandated records for all USDA animals • Manages the primates and ensures all anti-cruelty requirements are met 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides veterinary care for a unit.</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

NOTE:

- 1) Individual positions will typically have most, but not necessarily all, of the Duties & Responsibilities listed
- 2) Grade Recommendations based on comparative review/analysis of internal positions and external market data.
- 3) E = exempt, N = non-exempt but outside HUCTION due to job content, grade and/or a Confidential / Supervisory exclusion

Health Job Function

Behavioral Health Services Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
57E	Behavioral Health Counselor I	<p>Bachelor's Degree in psychology</p> <p>Massachusetts License required</p> <p>5+ years of relevant experience</p> <p>Registered Mass Mental Health Counselor</p>	<ul style="list-style-type: none"> Provides direct one-on-one and group counseling services to behavioral health patients Asses, evaluates, and creates patient care plan 	<p>IMPACT Moderate impact on operations, resources, or University's reputation</p> <p>SCOPE Provides comprehensive behavioral health services to patients</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Health Job Function

Behavioral Health Services Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
58E	Behavioral Health Counselor II	<p>Master's Degree in psychology</p> <p>Massachusetts License required</p> <p>7+ years of relevant experience</p> <p>Registered Mass Mental Health Counselor</p>	<ul style="list-style-type: none"> Provides direct one-on-one and group counseling services to behavioral health patients Asses, evaluates, and creates patient care plan <p>IS THIS THE SAME AS PSYCHOLOGIST??</p>	<p>IMPACT Significant impact on operations, resources, or University's reputation</p> <p>SCOPE Provides comprehensive behavioral health services to patients</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Health Job Function

Behavioral Health Services Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
57E	Social Worker	Master's degree in Social Work Massachusetts LICSW 5+ years experience	<ul style="list-style-type: none"> • Provides supportive counseling to patients and families to enhance coping skills and resolve concerns • Works with the Nurse Case Manager to prospectively identify patients with complex psychosocial patients • Works with the Benefits departments to secure needed insurance coverage and eligibility information for patients and families • Acts as a resource in the development and implementation of alternative care and discharge plans 	<p>IMPACT Some impact on operations, resources, or University's reputation</p> <p>SCOPE Provides comprehensive mental health services to patients</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

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Health Job Function

Behavioral Health Services Job Family

Level	Function/ Roles	Education/ Experience (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
58E	Psychologist	PH.D in Psychology Massachusetts License in Psychology	<ul style="list-style-type: none"> • Provides diagnostic assessments and out-patient psychotherapy • Provides outreach and consult with University administrators • Provides individual, group, family and couple’s therapy, crisis intervention • Facilitates the clinical management of patients through the process of evaluation, diagnosis, consultation and referral to the appropriate resources • Identifies and monitors high risk patients, and expedites an individualized crisis management plan • Develops and maintains mechanisms to assure continuity of care for individuals requiring acute care 	<p>IMPACT Significant impact on operations, resources, or University’s reputation</p> <p>SCOPE Provides advanced mental health services to patients</p>	<p>RECEIVED Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion.</p> <p>GIVEN Supervises: Supervises work and processes, assigns work, typically has primary responsibility for evaluating performance and performance management, effectively recommends hiring and firing decisions.</p> <p>Manages: Manages people and policies, allocates personnel and resources for given projects, full hire/fire authority, has primary responsibility for performance management and career development of employees, sets policy/standards within an area.</p>

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