

csc
B-26



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Rachel Amodio and
LaShonda Burley, Clinical
Psychologist 1 (Division of Mental
Health Services) (PS2840K),
Department of Human Services

Examination Appeals

CSC Docket Nos. 2016-976 and 2016-
867

ISSUED: DEC 17 2015 (SLK)

Rachel Amodio and LaShonda Burley appeal the determinations of the Division of Agency Services (Agency Services) that they were below the minimum requirements in experience for the promotional examination for Clinical Psychologist 1 (Division of Mental Health Services) (PS2840K), Department of Human Services, Ann Klein Forensic Center. These appeals have been consolidated due to common issues presented.

The examination at issue was announced with specific requirements that had to be met as of the February 21, 2015 closing date (see attached). A total of 10 employees applied for the subject examination and seven were deemed eligible. Certification PS51223 was issued containing the names of the seven eligibles and six were appointed and one was removed. The list expires on August 5, 2018.

On Ms. Amodio's application, she indicated that she was a part-time (10 hours per week) Clinician for Shore Neuropsychology from February 2014 to the February 21, 2015 closing date, a Staff Clinical Psychologist 3 from September 2013 to February 2015, a part-time Psychology Intern for Trinitas Regional Medical Center from September 2012 to August 2013, a Psychology Intern for Woodbridge Developmental Center from September 2012 to August 2013, a part-time Psychology Extern for Norristown State Hospital from June 2011 to June 2012, a part-time Psychology Extern for Drexel University from July 2010 to June 2011, a Program Director of Partial Care for Center for Vocational Rehabilitation from May 2008 to June 2011, and a part-time Psychology Student at Maywood University from January 2008 to May 2008. She also indicated that she possesses a Doctorate

degree in Psychology. Agency Services credited her with having met the education and internship requirements and one year and 10 months of experience based on her four months¹ of pro-rated experience as a Clinician and a one year and six months experience as a Staff Clinical Psychologist 3, but determined that she lacked two months of experience.

On Ms. Burley's application, she indicated that she was a Staff Clinical Psychologist 3 from December 2013 to the February 21, 2015 closing date, a Pre-Doctoral Intern for the Kentucky Department of Corrections from September 2012 to August 2013, a part-time Extern for Mathom House from July 2010 to December 2010, a part-time Extern for Joseph J. Peters Institute from September 2009 to June 2010, a part-time Extern for Lenape Valley Foundation from September 2007 to August 2008, a part-time Clinician, Depression-Adult Clinic Team for LaSalle University from May 2011 to August 2011, a part-time Clinician, Child Clinic Team for LaSalle University from May 2009 to December 2010, a part-time Clinician, Step Up Program/Team for LaSalle University from September 2007 to May 2008, a part-time Clinic Assistant for LaSalle University from September 2006 to May 2007, and an Adjunct Professor for LaSalle University from August 2011 to May 2014. She also indicated that she possesses a Doctorate degree in Psychology. Agency Services credited her with having met the education and internship requirements and having one year and three months of experience as a Staff Clinical Psychologist 3, but determined that she lacked nine months of experience.

On appeal, Ms. Amodio states that, in addition to having completed one year of the required internship, she has four years and six months of experience based on one year and six months with the appointing authority, one year with Shore Neuropsychology, one year with Norristown State, and one year with Drexel University. Additionally, she presents that she has three years and 11 months of clinical psychology field experience based on three years and one month as a Program Director of Partial Care for Center for Vocational Rehabilitation and 10 months as a Therapeutic Support Staff at the Family Enrichment Center and Scranton Counseling Center.

Ms. Burley asserts that she meets the subject examination requirements based on her over one year and two months of experience as a Staff Clinical Psychologist 3 while serving prior to the closing date and after receiving her Doctorate degree and completing over 2,000 additional clinical hours with various institutions as part of her Practica and Psychotherapy Experience.

It is noted that Ms. Amodio and Ms. Burley were provisionally appointed to the title under test after the announced closing date effective April 18, 2015.

CONCLUSION

¹ Ms. Amodio's pro-rated experience as a Clinician is based on 10 hours per week being equal to 29% of a full-time 35 hour per week. 29% * 13 months equals four months.

N.J.A.C. 4A:4-2.6(a) provides that applicants shall meet all requirements specified in the promotional announcement by the closing date. Further, *N.J.A.C.* 4A:1-1.2(c) states that the Civil Service Commission (Commission) may relax a rule for good cause in order to effectuate the purposes of Title 11A, New Jersey Statutes.

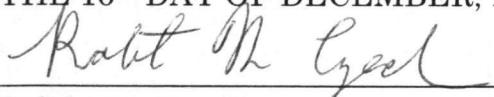
Based on their applications, Agency Services correctly determined that the appellants did not meet the required experience as of the February 21, 2015 closing date as Ms. Amodio lacked two months and Ms. Burley lacked nine months of applicable experience. However, the record evidences that the list is incomplete as six eligibles have been appointed, one eligible has been removed and there are no names on the eligible list. Further, the appellants are now provisionally serving in the subject title and have gained the additional experience after the closing date to satisfy that requirement. Therefore, under these circumstances, good cause exists to relax the provisions of *N.J.A.C.* 4A:4-2.6(a) and accept the appellants' experience after the closing date, for eligibility purposes, and admit them to the subject examination.

ORDER

Therefore, it is ordered that these appeals be granted, and Rachel Amodio's and LaShonda Burley's applications be processed for prospective employment opportunities only.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 16th DAY OF DECEMBER, 2015



Robert M. Czech
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

Henry Maurer
Director
Division of Appeals and Regulatory Affairs
Civil Service Commission
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P.O. Box 312
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Attachment

- c: Rachel Amodio
- LaShonda Burley
- Anne Kenyon
- Kelly Glenn
- Joseph Gambino

NEW JERSEY CIVIL SERVICE COMMISSION-STATE SERVICE
PROMOTIONAL ANNOUNCEMENT



\$25.00 PROCESSING FEE REQUIRED
Make Check/Money Order Payable to NJCSC

SYMBOL: PS2840K	WEIGHT CODE: *
TITLE: CLINICAL PSYCHOLOGIST 1 DIVISION OF MENTAL HEALTH SERVICES	SALARY: \$67,714.00 - \$96,416.00
ISSUE DATE: February 01, 2015	CLOSING DATE: February 21, 2015
TITLE CODE: 60320C/NORXR2	CLASS CODE: 27
DEPARTMENT: HSHF/HUMAN SERVICES	
UNIT SCOPE: K364 Special Treatment Unit	

Visit www.state.nj.us/csc
And select "Job Announcements"
to view this announcement and to file an application

Open to employees in the non-competitive division who are currently serving in a title to which the announcement is open and have completed their working test period as of the closing date in the following title(s), and meet the requirements listed below:

Staff Clinical Psychologist 3 Division of Mental Health Services

Education: Graduation from an accredited college or university with a Bachelor's degree supplemented by a Doctor of Philosophy (Ph.D.) in Psychology, a Doctor of Psychology (Psy.D.), or a Doctor of Education (Ed.D.) in Psychology, which should have included at least thirty (30) graduate semester hour credits in a psychology program consisting of six (6) credit hours in counseling/ psychotherapy and three (3) credit hours in each of the following areas: individual intelligence testing, objective and/or projective testing, and abnormal psychology. At least fifteen (15) credit hours should be in courses relevant to clinical psychology such as: learning theories, human motivation, personality theories, human growth and development, psychopharmacology, and statistics and research, and completion of a one (1) year clinical internship.

You must specify the type of degree you have on your application. Applicants must provide proof of the specific credit requirement by attaching a transcript to their application. (Foreign degrees/ transcripts must be evaluated by a recognized evaluation service.) Failure to do will result in rejection from the examination process.

Applicants must indicate the dates and hours worked per week of the clinical internship on their application. Failure to do so will result in rejection from the examination process.

Experience: Two (2) years of experience, in addition to the clinical internship, in the field of clinical psychology in a community mental health center, mental hospital, school for the developmentally disabled, or penal, correctional, or juvenile institution, or other setting involving the use of psychodiagnostic, psychotherapy, projective techniques, and other clinical methods.

Note: One (1) year of the required experience shall have been earned subsequent to the receipt of the Doctorate.

Special Note: One (1) year of residency (advanced training beyond internship) is considered equivalent to one (1) year of experience.

License: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle rather than employee mobility, is necessary to perform the essential duties of the position. The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles they operate, rests with the Appointing Authority.

IMPORTANT INFORMATION

1. NJAC 4A:4-2.6 states that all requirements listed, including assignment to the department and unit scope, must be met as of the closing date.
2. YOU MUST COMPLETE YOUR APPLICATION IN DETAIL. Your score may be based on a comparison of your credentials with the job requirements. Failure to complete your application properly may lower your score or cause you to fail.
3. This examination is open to full- and part-time permanent employees. If an employment list results from this announcement, it may be certified to fill full-time and part-time positions. If 35- and 40-hour positions are used within the unit scope, the resulting list may be used to fill either work week position.
4. NJAC 4A:4-1.5 states that any employee who is serving on a provisional basis and who fails to file for and take an examination which has been announced for his/her title SHALL BE SEPARATED FROM THE PROVISIONAL TITLE.
5. In accordance with Public Law 2010 c.26, Veterans pay a reduced application fee of \$15.00 if they have previously established Veterans Preference with the DMAVA (as defined by N.J.S.A. 11A:5-1 et seq.), or your claim is approved by DMAVA at least 8 days prior to the issuance of this eligibility list. PLEASE NOTE THIS REDUCED FEE DOES NOT APPLY TO PUBLIC SAFETY TITLES.
6. SPECIAL NOTE TO ALL APPLICANTS Please make sure you are assigned to the unit scope indicated above. If you do not know your unit scope assignment, please contact your Human Resource Office. If you file an application for this announcement and you are not assigned to the unit scope indicated above, YOU WILL BE FOUND INELIGIBLE FOR THIS EXAM AND YOUR APPLICATION FEE WILL NOT BE REFUNDED.
7. If you are having difficulty submitting your application online, technical support and customer care are available during regular business hours, 8:00 a.m. to 4:00 p.m. EST, Monday - Friday, excluding holidays and emergency closings. Please Email: OAS.support@csc.state.nj.us or call (609) 292-4144. Please note that application support requests received outside regular business hours on the closing date will not change the application filing deadline so PLEASE FILE EARLY.

DPF-256A * Revised 03/09

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