

PART II

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DEPARTMENT OF EDUCATION  
BOARD OF EDUCATION SUPPORT SERVICES PERSONNEL

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Minimum Qualification Specifications for the Class:

PSYCHOLOGICAL EXAMINER I, II, III, IV

**Basic Education/Experience Requirements:**

Graduation from an accredited college or university with a major in education, psychology or a closely related field, that included completion of an introductory course in test and measurement and individual intelligence testing.

Excess work experience as described in the Experience Requirement section below or any other progressively responsible administrative, professional or other analytical work experience which provided knowledge, skills and abilities comparable to those acquired in four years of successful study while completing a college curriculum leading to a baccalaureate degree with a major in the subjects mentioned above, may be substituted for education on a year-for-year basis.

The education or experience background must demonstrate the ability to write reports clearly and comprehensively; read and interpret complex written material; and solve complex problems logically and systematically.

**Substitution of Experience for Education:** Excess work experience of the type described below may be substituted for a college education on a year-for-year basis up to a maximum of four (4) years.

**Experience Requirement:**

Applicants must have had progressively responsible work experience of the types and quantities described in the table below:

Class Title	Specialized Experience (years)
Psychological Examiner I	0
Psychological Examiner II	1
Psychological Examiner III	2
Psychological Examiner IV	3

**Specialized Experience:** Professional experience which involved the psychological evaluation of children. Such experience must have required the use and interpretation of a wide variety of achievement, aptitude and intelligence tests, including the Stanford-Binet and the Wechsler scales or similar testing instruments.

**Substitutions Allowed:**

**Substitution of Education for Experience:**

Possession of a master's degree or a planned program of at least 30 semester credits of graduate study from an accredited college or university in education, psychology, or closely related field may be substituted for one (1) year of the required experience. In both situations cited above, the graduate work must have included graduate level course work in the areas of child, adolescent or developmental psychology; individual intelligence testing, including field work in the administration and interpretation of the Stanford-Binet and Wechsler scales; statistics; and research methodology.

Successful completion of all requirements for a doctoral degree from an accredited university in education or psychology or a closely related field may be substituted for three (3) years of the required experience. The course work must have included graduate course work in the areas specified in the master's substitution above. In addition, the applicant must demonstrate the ability to perform psychological evaluation of children through a formal practicum or internship, or equivalent, appropriate work experience such as in an elementary or secondary school setting, child study clinic or a facility serving handicapped children.

**Quality of Experience:**

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

**License Required:**

Applicants must possess a valid license to operate a motor vehicle in the State of Hawaii.

**Special Skills:**

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, Special Skills Requirement may be established and certification may be restricted to eligibles that possess the pertinent experience and/or training required to perform the duties of the position.

Programs requesting Special Skills Requirement must show the connection between the kind of training and/or experience on which they wish to base special skill required and the duties of the position to be filled.

**Tests:**

Applicants may be required to qualify on an appropriate examination.

**Physical Requirements:**

Applicants must be physically able to perform efficiently and effectively the essential duties of the position, which typically require the ability to read, without strain, printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position, with or without reasonable accommodation, will not be disqualified under this section.

Any condition that would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Superintendent of Education.

**Mental/Emotional Requirements:**

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

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Due to the transfer of certain Civil Service positions to the Board of Education pursuant to Act 253 Session Laws of Hawaii, 2000, and as amended in 2002, this is an adaptation of the minimum qualification specifications for the Civil Service classes, Psychological Examiner I, II, III and IV to the Board of Education Support Services Personnel system.

DATE APPROVED: JUN 30 2003

  
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PATRICIA HAMAMOTO  
Superintendent of Education

EFFECTIVE DATE: JUL 01 2003