



Dr. Rinsey McSwain
Agency Director

Request for Applications (RFA) – Consulting Psychologist
Contract Consulting Psychologist

Ellisville State School is seeking a contractor for the agency to assist Ellisville State School (ESS) and its satellite location, South Mississippi Regional Center (SMRC), with review and approval of psychological evaluations and recommendations. Ellisville State School is a state operated regional program providing comprehensive services to persons with intellectual and developmental disabilities. Ellisville State School offers services to people in a residential setting and provides an array of programs and services in the community through the Community Services System.

The term of the contract shall be for one year beginning July 1, 2024, and ending June 30, 2025; the agency reserves the right to renew the contract for up to four (4) additional one (1) year terms at the discretion of the Agency. The rate of pay shall be sixty dollars (\$60.00) per hour for up to twenty-four (24) hours per week, including travel.

The Contract Worker shall report directly to the Agency Director.

Scope of Services

- Provide consultations, assistance, and reviews to the Psychological Services Departments of Ellisville State School (ESS) and South Mississippi Regional Center (SMRC).
- Review and sign Level II evaluations for Jaycee Evaluation Center (ESS) and Diagnostic Services (SMRC).
- Review and approve psychological evaluations entered into LTSS for Jaycee Evaluation Center (ESS) and Diagnostic Services (SMRC).

- May be required to complete additional assessments as required by the Agency Director.
- Review Psychological Services Policies and Procedures and provide recommendations to the Agency Director or their designee.
- Provide in-service training on topics mutually agreed upon.
- Perform other duties as deemed appropriate for a licensed Psychologist.
- Services provided by the Psychologist must meet or exceed the professional standards established by the applicable governing authority for a specialist in his/her occupation.
- The Contractor shall be governed by the policies and procedures of the Agency and must attend an Agency provided orientation.

Minimum Qualifications

Applicants must possess a Doctorate Degree from an accredited college or university in Clinical Psychology, and a minimum of 5 years of experience. Preference will be given to applicants with knowledge of people with intellectual and/or developmental disabilities.

Application Information

Ellisville State School will accept applications until April 29, 2024, 12:00 PM, CST, for the purposes of hiring a contract worker. Applications can be obtained online with this request on the Ellisville State School's website, www.ess.ms.gov, in person at Ellisville State School's Human Resources Department, 1101 Highway 11 South, Ellisville, MS 39437 or by contacting Heather Rozar-Abney, Procurement Officer by phone at (601) 477-5615, or via email heather.rozarabney@ess.ms.gov. Applications can be submitted to ESS via electronic mail to heather.rozarabney@ess.ms.gov or by hand delivery to 1101 Highway 11 South, Ellisville, MS 39437, Administration 1 Building. Hand delivered applications shall be in an envelope marked with; Contract Consulting Psychologist, Ellisville State School, To: Heather Rozar-Abney, Procurement Officer. For more information please contact Heather Rozar-Abney, Procurement Officer.