

## STATE OF ARIZONA JOB CODE SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV78995</b>
<b>Job Class Code:</b>	<b>510</b>	<b>Salary Schedule:</b>	<b>ASRRDISAB</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>19</b>
<b>Workers Comp Code:</b>	<b>8832</b>		

<b>Job Code Established:</b>	<b>06/28/82</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>	<b>04/25/00</b>	<b>Effective Date:</b>	

**JOB CODE SERIES:** Vocational Rehabilitation Series

**JOB CODE TITLE:** **DISABILITY EVALUATOR III**

**HRIS TITLE:** **DISAB EVALR III**

**CHARACTERISTICS OF THE CLASS:** Works under general supervision, exercising discretion and independent judgment within the application of polices and procedures established for the work system. Has the authority to develop and interpret agency program policy consistent with Federal requirements; request issue clarification from Federal program representatives. Performs senior level work by reviewing cases and providing technical assistance of considerable difficulty in interpreting policy, statutes and law in assigned area; conducts special studies and projects; consults and clarifies program and policy issues with Social Security Regional Offices. Reviews, analyzes and applies medical, vocational, legal and statutory law to all levels of case adjudication; competes special studies and projects; presents program information to staff. Responsible for the timeliness, accuracy and quality of work products.

**EXAMPLES OF DUTIES:** Reviews claim and benefit decisions made by staff evaluators or adjudicators; reads case materials, applies rules and standards, questions evaluators, makes determinations. Writes detailed reports based on research, analysis and evaluation of data pertaining to specific projects, conditions or proposals involving application of expert or highly specialized knowledge. Compares data from several sources to assure accuracy of technical specifications, rules, or other technical documents. Researches federal, state, and local codes, laws, statutes and regulations in order to prepare reports or utilized in work activities. Prepares tables, charts, graphs, graphics and other data summaries for utilization in reports and presentations. Compares data from several sources to assure accuracy of technical specifications, rules, or other technical documents, using judgment and relying upon considerable knowledge of the subject matter. Devises, established and maintains cross-reference files on specific subjects and areas. Receives and incorporates new material into the existing database system. May conduct presentations, focus groups or forums to various public groups regarding agency programs. Performs related work as assigned or required.

**WORK CONDITIONS:** Long hours of concentration on detail, extensive use of the computer, considerable time spent on program clarification and consultation, and may involve travel.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** complex Federal laws, regulations and policies governing eligibility for disability benefits under provisions of the Social Security Act; policies and procedures established for the work system; medical, physiological and psychological terminology and their impact on functional capacity; vocational concepts; principles and practices of work leadership and management.

**Skill in:** using automated systems to enter and retrieve information.

**Ability to:** provide technical assistance to staff; gather, research, organize and analyze facts; establish and maintain work relationships; apply the principles and practices of work leadership and management.