

M&P OCCUPATIONAL GUIDELINE

JOB FAMILY: GENETIC COUNSELLORS Level A, Pay Grade 7

LEVEL DEFINITION	This level covers positions responsible for providing medical genetics services such as counselling, community education, clinical research and patient care.
TYPICAL RESPONSIBILITIES	May include: providing genetic counselling and support to patients, study participants and family members; serving as a liaison between the referring Physician, patient and medical genetics Physician; working with families and healthcare professionals in the recruitment of research study participants; developing, preparing and completing patient case histories and research study files; conducting research; analysing inheritance patterns; assisting in the development and implementation of new protocols and procedures; collecting and maintaining research data and databases; providing assistance in preparing reports; participating in the academic training of students; providing education to the community and acting as a resource person to community physicians.
DECISION MAKING /LEVEL OF ACCOUNTABILITY	Exercises judgment to effectively carry out their duties. Accountable for the accuracy and reliability of their work.
SUPERVISION RECEIVED	Works under the general direction of the supervisor.
SUPERVISION EXERCISED	May supervise undergraduate/graduate students.
MINIMUM QUALIFICATIONS	Master's degree in Medical Genetics or Genetic Counselling and one year of internship in medical genetics, or the equivalent in training and experience. Board eligible for certification under the Canadian Association of Genetic Counselling or American Board of Genetic Counselling.