



**NEW POSITION:** Brief job description and attach a copy of the new job description.

Oversees Domestic Relations Services including quality assurance. Works collaboratively with Judges, attorneys and other mental health professionals.

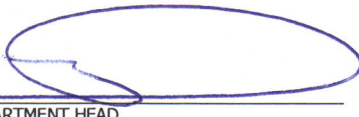
Assesses, on an ongoing basis, the qualifications, professional expertise and work product of mental health professionals, who provide services under the auspices of the Domestic Relations Office, for completing Social Studies pertaining to SAPCR cases.

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

**COMMENTS:** (Any comments you wish to make regarding this request)

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

- |    |                                                                                                        |      |          |                                   |                              |                             |
|----|--------------------------------------------------------------------------------------------------------|------|----------|-----------------------------------|------------------------------|-----------------------------|
| 1. | <br>DEPARTMENT HEAD | DATE | 02/01/10 | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | HUMAN RESOURCES DIRECTOR                                                                               | DATE |          | PERSONNEL PROCEDURES COMPLETED    | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. | DEPARTMENT OF BUDGET & MANAGEMENT                                                                      | DATE |          | BUDGET PROCEDURES COMPLETED       | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL                                                                           | DATE |          |                                   |                              |                             |