



## DIAGNOSTICIAN

Rev. July 2025

**Job No.:** 3501

**Reports to:** Lead Diagnostician

**Dept./Campus:** Special Programs & Services

**FLSA Status:** Exempt

**Pay Grade:** 305

**Term:** 197 Days

### PRIMARY PURPOSE

To provide diagnostic information and work cooperatively with instructional staff to provide the most appropriate programs for students with disabilities.

**This position may be contingent upon funding in whole or in part through state or federal grants.**

### MAJOR RESPONSIBILITIES AND DUTIES

- Receive student referrals and implement the appraisal process.
- Select and administer formal and informal assessments to determine student eligibility for special education services according to federal and Texas Education Agency regulations.
- Participate in the Admission, Review and Dismissal (ARD) Committee to assist with interpretation of assessment data, appropriate placement, and development of Individual Education Plans (IEP) for students according to district procedures.
- Assist classroom teachers with the implementation of IEP.
- Consult parents concerning the educational needs of students and interpretation of assessment data.
- Provide parent and staff training.
- Demonstrate regular and prompt attendance to ensure a consistent focus on student learning.
- Perform other duties as assigned.

### SUPERVISORY RESPONSIBILITIES

- None.

### GENERAL QUALIFICATION GUIDELINES

#### Education/Certification/Experience:

- Master's degree in educational assessment required.
- Valid Texas teaching certificate required. Valid Texas educational diagnostician certificate required.
- Experience in diagnostician responsibilities in public school teaching.

#### Knowledge/Skills/Abilities:

- Knowledge of diagnostic procedures; education of special education students; human development; and learning theories.
- Skill in organization; communication; and interpersonal relations.
- Ability to effectively review and analyze students to determine needs.

#### Mental/Physical/Environmental Demands

*The essential functions, pursuant to the Americans with Disabilities Act, may include the characteristic duties, responsibilities, knowledge, skills, and abilities noted herein; however, this is not a comprehensive listing of all functions and tasks performed by positions found in this job description.*

- Needs to move about inside the classroom or campus to monitor students as necessary.
- Maintain emotional control under stress.
- Frequent standing, stooping, bending, pulling, and pushing.
- Frequent moving of small stacks of textbooks, media equipment, desks, and other classroom equipment.

All LISD employees are expected to maintain an extreme degree of confidentiality by following the *Family Educational Rights and Privacy Act (FERPA)* for student information and the *Health Insurance Portability and Accountability Act of 1996 (HIPAA)* for employee and student information.

- Occasional prolonged and irregular hours.
- Potential exposure to bodily fluids and communicable diseases.
- Ability to organize and prioritize own work schedule on short-term basis.
- Ability to compose material such as detailed reports, work-related manuals, publications of limited scope or impact and to make presentations outside of the immediate work area.
- Ability to make decisions which have significant impact on the immediate work unit and monitor impact outside immediate work unit.
- Ability to understand complex problems and to collaborate and explore alternative solutions.
- Use standard office equipment including personal computer and peripherals.
- Repetitive hand motions including frequent keyboarding and use of mouse; occasional reaching.
- May work prolonged or irregular hours.
- Work with frequent interruptions.
- Maintain composure and professionalism at all times.