



CHIEF PHYSICIAN AND SURGEON, CORRECTIONAL FACILITY

SB20/9267 – Exam Code: 9RC35

OPEN – STATEWIDE

**CONTINUOUS FILING
INTERNET EXAMINATION**

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION

EXAMINATION BASE **DEPARTMENTAL OPEN FOR:**

California Prison Health Care Services (CPHCS)

Positions exist statewide with the CPHCS.

POSITION DESCRIPTION
The Chief Physician and Surgeon, Correctional Facility serves as a chief of service in charge of a major general medical and surgical subdivision in a State correctional facility; supervises physicians and other professional personnel giving medical and psychiatric care to patients; advises staff, either individually or by presiding at hospital ward, diagnostic, and clinical conferences on appropriate treatment techniques for specific cases; examines and treats patients requiring more difficult forms of medical treatment; serves as a consultant to staff members on unusual or difficult medical problems; recommends approval on such matters as hospital policy, new forms of treatment, and the need for equipment, facilities, personnel and budgeting; maintains order and supervises the conduct of persons committed to the California Department of Corrections and Rehabilitation; and does other related work.

WHO CAN APPLY
Applicants who meet the minimum qualifications as stated below may apply and take this examination at any time, unless the applicant has tested within the testing period indicated below.

HOW TO APPLY
The Application and Training and Experience Assessment are available on the Internet. Applicants respond to questions regarding their ability to meet minimum qualifications, provide contact information, and take the Training and Experience Assessment. The application form for Chief Physician and Surgeon, CF is contained within the Internet process; therefore, a standard state application is not necessary. You may apply and take the Training and Evaluation Assessment on the Internet by connecting to the following on-line instructions:

http://cphcs.hodesiq.com/bl_joblist.asp

If you do not have Internet access, there are public access Internet terminals in over 150 California public libraries. Contact your local library for information as to where the nearest Internet terminal is located and the policies related to usage. The State Personnel Board Service Center, located at 801 Capitol Mall, Sacramento, CA, also has internet terminals that are available for public use at no cost. For more information, contact the Service Center at 1-866-844-8671.

APPLICATION DEADLINE/ TESTING PERIOD
Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time they file their application.

The testing period for this examination is six (6) months. Once you have taken the Training and Experience Assessment examination, you may not retest for six (6) months.

SALARY RANGE
Currently, as of November 30, 2007:

\$231,156.00 per year (Non-Board Certified)

\$243,996.00 per year (Lifetime Board Certified)

\$256,860.00 per year (Time-Limited Board Certified)

BENEFITS

For a summary of benefits provided by the Department of Personnel Administration, click here <http://www.dpa.ca.gov/benefits/orientation/Benefits.shtm> or the State Personnel Board, click here <http://www.jobs.ca.gov/OEC/benefits/benefits.aspx>

**MINIMUM
QUALIFICATIONS**

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the Osteopathic Medical Board of California (formerly titled California Board of Osteopathic Examiners). (Applicants who are in the process of securing approval of their qualification by the Medical Board of California or the Osteopathic Medical Board of California will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Possession of a valid certificate issued by an American Medical Specialty Board or an American Osteopathic Board as a specialist in one of the fields of medicine, or eligibility for examination for such a certificate as evidenced by a written statement from the Secretary of an American Medical Specialty Board or an American Osteopathic Board. (Applicants who are in the process of establishing specialty board eligibility will be admitted to the examination, but the required verification must be submitted before appointment.)

Special Personal Characteristics: Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; emotional stability; and demonstrated leadership capacity.

Special Physical Characteristics: Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job without compromising their health and will-being or that of their fellow employees or that of inmates or youthful offenders.

Applicants must show their California Medical Board or Board of Osteopathic Examiners license number, title, and expiration date AND their Board Certification on their Employment Application (Std. Form 678).

EXAMINATION PLAN

This examination consists of a Training and Experience Assessment weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

TRAINING AND EXPERIENCE ASSESSMENT – WEIGHTED 100%

Knowledge of:

1. Modern principles and methods of general medicine and surgery, and skill in their application
2. Principles of psychiatry and neurology
3. Principles and applications of psychiatric social work, physical therapy, the various rehabilitative therapies, and other ancillary medical services
4. Current developments and trends in general medicine, surgery, and psychiatry, including developmental disabilities
5. Principles and practices of hospital administration and personnel management
6. Principles and practices of medical research
7. Principles and methods of training medical staff
8. The Department's equal Employment Opportunity (EEO) objectives
9. A manager's role in the EEO Program and the processes available to meet EEO objectives

Ability to:

1. Direct and coordinate complex and varied activities in the field of general medicine and surgery
2. Coordinate and participate in psychiatric and medical research
3. Analyze situations accurately and take effective action
4. Effectively contribute to the department's EEO objectives

**SPECIAL TESTING
ARRANGEMENTS**

If you have a disability and need special testing arrangements, please contact the CPHCS' Selection Services Section at (916) 445-1086 to make specific arrangements.

**ELIGIBLE LIST
INFORMATION**

An open merged eligible list will be established for CPHCS. The names of successful competitors will be merged onto the eligible list in order of final scores regardless of test date. Eligibility expires 12 months after it is established. Competitors must then retake the Training and Experience Assessment to re-establish eligibility.

**VETERANS POINTS/
CAREER CREDITS**

Veteran's Preference Points will not be granted in this examination since it does not qualify as an entrance examination under the law. Career credits will not be granted in this examination.

GENERAL INFORMATION

Applications are available at the State Personnel Board or their website at spb.ca.gov, local offices of the Employment Development Department, and at the California Prison Health Care Services.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure a place on the eligible list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multi-departmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

The California Prison Health Care Services reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, an investigation may be made of employment records and personal history, and fingerprinting may be required.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis (high school is four years).

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CPHCS EXAMINATION INFORMATION CALL (916) 445-1086
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
PO Box 4038, 501 J Street, Suite 350, Sacramento, CA 95812-4038
www.cphcs.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

MA/Rev. 11-17-2011