

Employee Name:

**DUTY STATEMENT  
DEPARTMENT OF MENTAL HEALTH  
STOCKTON PSYCHIATRIC PROGRAM**

**JOB CLASSIFICATION:** Chief Psychologist, Correctional Facility

**1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES**

Under the direction of the Clinical Administrator, the Chief Psychologist is responsible for the overall supervision of psychologists in a correctional institution. As supervisor of psychological services, plans, directs and coordinates the various psychological activities consistent with the mission of the Stockton Psychiatric Program. Responsible to maintain order and supervise the conduct of patients, to protect and maintain the safety of persons and property.

45% Investigates behavior problems or mental disorders; examines diagnoses, classifies, and prescribes psychological treatment and rehabilitation programs for patients admitted into the SPP. Directs the giving of psychotherapy and other treatment modalities; directs and participates in staff conferences, treatment teams, recommends treatment modalities, secures and trains psychologists, evaluates their daily work, takes or recommends appropriate actions with respect to work performance reviews of subordinates.

30% Supervises and participates in the diagnosis, care and treatment of psychotic inmates within the program; secures and review data on heredity, congenital and environmental factors pertaining to the individual patients, applies findings of psychological examination, directs and participates in staff conferences, treatment teams, recommends treatment modalities

20% Recruits and trains recently graduated psychologists, recruits and orients experienced psychologists into the program, evaluates staff psychologists daily work performance, takes or recommends appropriate actions with respect to work performance reviews of subordinates.

Maintains and follows Equal Employment Opportunity (EEO) policies and procedures.

5% Researches and develops additional programs within SPP based upon a complete analysis to the patient population admitted into the program. Other duties as required.

0% **SITE SPECIFIC DUTIES**  
N/A

0%                   **TECHNICAL PROFICIENCY**  
N/A

**2. SUPERVISION RECEIVED:** Under the direct supervision of the Clinical Administrator.

**3. SUPERVISION EXERCISED:** Supervises and directs all staff psychologists within the SPP.

#### **4. KNOWLEDGE AND ABILITIES**

**KNOWLEDGE OF:** Psychological theories and research, principles, techniques and problems in developing and coordinating a specialized psychological treatment program; principles, techniques and trends in psychology and particular reference to normal and disordered behavior, human development, motivation, personality learning, individual differences, adaptation and social interaction; methods for assessment and modification of human behavior, characteristics and social aspects of mental disorders and retardation; research methodology and program evaluation, group dynamics, functions of psychologists in various mental health services, current trends in the field of mental health; professional training; community organization and allied professional services, State and Departments Affirmative Action Program objectives, the manager' role in the Affirmative Acton Program and objectives and principles and techniques of effective supervision.

**ABILITY TO:** Plan, organize, and work in a specialized psychological treatment program involving members of other treatment disciplines, provide professional consultation and program leadership, teach and participate in professional training, recognize situations requiring the creative application of technical skills, develop and evaluate creative approaches to the assessment, treatment and rehabilitation and direction of the psychological program; plan, organize and conduct research, data analysis and program evaluations, conduct assessment and psychological treatment procedures, analyze situations accurately and take effective action, communicate effectively; plan, organize and direct the work of staff psychologists; effectively contribute to the Department's Affirmative Action Objectives.

## **5. REQUIRED COMPETENCIES**

### **SAFETY**

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards, including infection control.

### **CULTURAL AWARENESS**

Demonstrates awareness to multicultural issues in the workplace which enable the employee to work effectively.

### **SITE SPECIFIC COMPETENCIES**

N/A

### **TECHNICAL PROFICIENCY (SITE SPECIFIC)**

N/A

## **6. LICENSE OR CERTIFICATION**

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

- Possess the legal requirements for the practice of psychology in California as determined by the Board.

## **7. TRAINING - Training Category = D**

The employee is required to keep current with the completion of all required training.

## **8. WORKING CONDITIONS**

### **EMPLOYEE IS REQUIRED TO:**

- Report to work on time and follow procedures for reporting absences;
- Maintain a professional appearance;
- Appropriately maintain cooperative, professional, and effective interactions with employees, patients/clients and the public;
- Comply with hospital policies and procedures.

The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other

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work locations as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

_____ Employee Signature	_____ Print Name	_____ Date
_____ Supervisor Signature	_____ Print Name	_____ Date
_____ Reviewing Supervisor Signature	_____ Print Name	_____ Date