



LICENSED VOCATIONAL NURSE (SAFETY) California Correctional Health Care Services



OPEN – CONTINUOUS FILING

POSITION INFORMATION

Positions currently exist statewide with the California Correctional Health Care Services.

A Licensed Vocational Nurse (Safety), under clinical direction of a registered nurse or physician and under assigned administrative supervision at a State correctional hospital/facility, in a program providing care to forensic clients, patients, or inmates, provides a basic level of general nursing care to forensic clients, patients, or inmates with mental, emotional, or developmental disabilities, or visually impaired, medically ill, or infirm forensic clients, patients, or inmates; and does other related work.

SALARY AND BENEFIT INFORMATION

Currently, as of July 1, 2017:

\$4,233 - \$5,301 per month - This salary range applies to incumbents appointed to Adult Institutions and Division of Correctional Health Care Services **except** for at the following locations: San Quentin State Prison, Correctional Training Facility, and Salinas Valley State Prison.

\$4,753 - \$5,951 per month - This salary range applies to incumbents appointed to Adult Institutions and Division of Correctional Health Care Services **only** at the following locations: San Quentin State Prison, Correctional Training Facility, and Salinas Valley State Prison.

For a summary of benefits, visit the California Department of Human Resources at:

<http://www.calhr.ca.gov/employees/pages/salary-and-benefits.aspx>

WHO CAN APPLY

All applicants who meet the education and/or experience requirements as stated below may apply.

MINIMUM QUALIFICATIONS

Possession of a valid, active license from the State of California to practice as a Licensed Vocational Nurse.

Special Personal Characteristics: Willingness to work at State correctional hospitals/facilities; demonstrated leadership ability; aptitude for working with forensic clients, patients, or inmates who are acutely ill, infirm, visually impaired, have an emotional disorder, or who are mentally or developmentally disordered offenders; and demonstrate emotional stability, patience, tact, and alertness.

CONTACT
INFORMATION
ON THE WEB

www.cphcs.ca.gov

www.ChangingPrisonHealthCare.org

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.



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MINIMUM QUALIFICATIONS (Continued)

Special Physical Characteristics: Incumbents must possess and maintain sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without compromising their own health and well-being or that of their fellow employees, forensic clients, patients, inmates, or the public.

Drug Testing Requirement: Applicants for positions in this class are required to pass a drug-screening test. (The drug-screening test will be waived for employees who are currently in a designated "sensitive" class for which drug testing is required under State Personnel Board Rule 213.)

EXAMINATION INFORMATION

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. Fundamentals of nursing care, including medication administration;
2. General nursing procedures and techniques involved in the forensic client/patient/inmate care;
3. Principles used in caring for individuals who are immobile;
4. Medical terminology;
5. General hospital/facility routine and equipment.

Ability to:

1. Perform nursing procedures as regulated by licensure and certification;
2. Observe and document symptoms and behavior;
3. Maintain records and prepare reports;
4. Gain the interest, respect, and cooperation of forensic clients/patients/inmates;
5. Work effectively with forensic clients/patients/inmates and the interdisciplinary treatment team;
6. Function effectively in an emergency situation;
7. Practice universal precautions.



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HOW TO APPLY AND TEST

The Application and Training and Experience Assessment (T&E) are available on the internet. Applicants respond to questions regarding their ability to meet minimum qualifications, provide contact information, and take the T&E. The application form for Licensed Vocational Nurse (Safety) is contained within the internet process; therefore, a standard state application is not necessary. You may apply and take the T&E 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 testing period for this examination is six (6) months. Once you have taken the examination, you may not retest for six (6) months.

If you have a disability and need special testing arrangements, please contact the California Correctional Health Care Services' Examination Services at (916) 691-5894 to make specific arrangements.

ELIGIBLE LIST INFORMATION

The resulting eligible list will be established to fill vacancies within the California Correctional Health Care Services. Names of successful candidates are merged onto the list in order of final scores, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the list warrant a change in this period. Competitors must then retake the T&E to re-establish list eligibility.

VETERAN'S PREFERENCE AND CAREER CREDITS

Veteran's Preference will be awarded in this examination. All persons who successfully pass this examination, who qualify for, and have requested Veteran's Preference will be placed in Rank 1 of the respective eligibility list, regardless of score. Career credits will not be granted in this examination.



GENERAL INFORMATION

Applications are available at the State's career website at jobs.ca.gov, local offices of the Employment Development Department, the California Correctional Health Care Services, and at the California Department of Corrections and Rehabilitation.

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. 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.

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

The California Correctional 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).

Veteran's Preference: California law allows the granting of Veteran's Preference to any veteran, widow, or widower of a veteran, or spouse of a 100% disabled veteran who achieves a passing score in any Open examination to be ranked in the top rank of the resulting eligibility list. Directions to apply for Veteran's Preference are on the Veteran's Preference Application (CalHR 1093) which is available from Department of Human Resources at <http://jobs.ca.gov/Job/VeteransInformation> and the Department of Veterans Affairs at www.cdva.ca.gov. Veteran's Preference is not granted once a person achieves permanent civil service status.

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 Examination Information, call
(916) 691-5894 or 1-877-793-4473

California Relay Service for the Deaf or Hearing Impaired:
1-800-735-2929

This bulletin cancels and supersedes all previously issued bulletins.