NURSE CONSULTANT I
California Correctional Health Care Services
OPEN – CONTINUOUS FILING

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

This is the first working level. Under general supervision, performs the less complex nursing consultation and technical assistance to public and private institutions and agencies on the provision of health services; participates in planning, developing, evaluating, and monitoring health services, programs, and studies; participates in the development and evaluation of policies, procedures, and standards; develops and coordinates training programs; may assist in the more complex health programs, studies, or reports; and does other related work.

Salary and Benefit Information
Currently, as of July 1, 2014:

$8,851 - $11,082 per month  This salary range applies to incumbents appointed to the Adult Institutions and the Division of Correctional Health Care Services.

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

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

Minimum Qualifications
Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as either “I,” or “II,” or “III,” etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I and additional experience amounting to 50% of the required time of Pattern II may be admitted to an examination as meeting 100% of the overall experience requirement.

Possession of an active valid license as a registered nurse in California. (Applicants who do not meet this requirement will be admitted to the examination, but they must secure the required license before they will be considered eligible for appointment.)

And
Nurse Consultant I

California Correctional Health Care Services’ vision is to provide constitutionally adequate medical care to patient-inmates of the California Department of Corrections and Rehabilitation within a delivery system the State can successfully manage and sustain.

Minimum Qualifications (Continued)

Education: Possession of a master’s degree in a health-related field such as: nursing, public health, health care services, health care administration, or hospital administration. All degrees must be from an institution approved by the Council for Private Postsecondary and Vocational Education under the provisions of California Education Code Chapter 3, Part 59, Division 10.

And

Experience: Two years of professional registered nursing experience which must have included responsibility for health services program planning and implementation or an administrative, consultative, teaching, or supervisory capacity.

Additional Desirable Qualifications: Special consideration will be given to candidates at all levels who possess professional nursing experience in a local health department or other community health agency.

Applicants possessing the required license/certificate at the time of application must show the number, title, and expiration date on their Examination Application (Std. Form 678).

Examination Information
This examination will consist 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. Principles, techniques, methods, and procedures of current nursing practices.
2. Epidemiology and methods of health promotion and disease prevention concepts and methods of control of communicable diseases.
5. Research principles and methodology.
Examination Information (Continued)

Knowledge of:
6. Roles, responsibilities, and interrelationships of the various health disciplines and health agencies.
7. Functions of social and health agencies.
8. Cultural and sociological patterns as they affect health programs.
9. State and Federal legislation related to health services.

Ability to:
1. Effectively provide consultation and technical assistance.
2. Establish and maintain the confidence and cooperation of those personnel within the department and in other social and health agencies.
3. Analyze situations accurately and take effective action.
4. Be flexible in approach to the solution of problems.
5. Communicate effectively.
6. Prepare reports.

How to Apply and Test
Submit a State Application (Std. Form 678) and Training and Experience Assessment (T&E) for this examination either by mail or in person to the address listed below. The Std. Form 678 can be found at www.jobs.ca.gov. The T&E for this examination can be found on our website at www.cphcs.ca.gov or a copy can be obtained by calling (916) 691-5894.

By mail: California Correctional Health Care Services Examination Services Section, Bldg D1 P.O. Box 588500 Elk Grove, CA  95758

In person: California Correctional Health Care Services 8280 Longleaf Drive Suite 101 Drop Box Elk Grove, CA  95758

If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Do not submit applications to the California Department of Human Resources.

Only applications with an original signature will be accepted.

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 Section 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 Training and Experience Assessment to re-establish eligibility.

Veterans 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.

California Correctional Health Care Services’ vision is to provide constitutionally adequate medical care to patient-inmates of the California Department of Corrections and Rehabilitation within a delivery system the State can successfully manage and sustain.
General Information

Applications are available at the State’s career website at www.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.

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.