CALIFORNIA CORRECTIONAL HEALTH CARE SERVICES

NURSE INSTRUCTOR, CORRECTIONAL FACILITY

California Correctional Health Care Services

OPEN – CONTINUOUS FILING

CONTACT INFORMATION ON THE WEB

www.cphcs.ca.gov

www.ChangingPrisonHealthCare.org

We are 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.

Position Information

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

The Nurse Instructor, Correctional Facility, under general direction in a State correctional facility, teaches theory and clinical practice to nursing staff and student nurses; may conduct orientation and evaluation of skill level of new nursing staff; researches and develops classroom teaching modules; plans and conducts inmate and/or ward health care training programs; performs inmate and/or ward patient care activities; may serve in nursing shift lead capacity; makes reports and recommendations on the training or nursing service personnel; participates in the evaluation of education programs and in the development of education policies; confers with health care supervisors and advises them on training principles and practices; keeps records and prepares reports; maintains order and supervises the conduct of persons committed to the California Department of Corrections and Rehabilitation; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working area and work materials; inspects premises and searches inmates and/or wards for contraband, such as weapons or illegal drugs; and performs other related work.

Salary and Benefit Information

Currently, as of July 1, 2013:

$7,260 - $9,089 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, Salinas Valley State Prison and the Correctional Training Facility.

$8,003 - $10,020 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, Salinas Valley State Prison and the Correctional Training Facility.

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.

Nurse Instructor,
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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

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 a current license as a Registered Nurse in California.
NOTE: Applicants must show their registered Nurse license number, title, and expiration date on their Examination Application (Std. Form 678).
(Applicants who do not meet these requirements will be admitted to the examination, but must secure the required license before they will be considered eligible for appointment.) **And**

Either I

Possession of a valid California standard designated subjects teaching credential with specialization in vocational trade and technical teaching or equivalent credential. (Applicants who do not possess the required credential may take the examination, but before appointment must have on file with the State Department of Education an application to secure the credential and must secure the credential within 90 working days after appointment. After issuance, the credential must be maintained by completion of any examinations and course work required.

Or II

Two years of experience as a Registered Nurse in teaching nursing or in staff development.

Or III

Experience: One year working experience as a Registered Nurse.
(Possession of a Master's Degree in Nursing may be substituted for the required experience.) **And**
Education: Possession of a bachelor's degree.

Examination Information

This examination will consist solely of an evaluation of each candidate's experience and/or education related to the duties of this position. For this reason, it is especially important that candidates accurately complete their applications. You are encouraged to list all experience(s) relevant to the "Position Information" and "Minimum Qualifications" shown on this bulletin. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.

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How to Apply and Test

Submit an Examination Application (Std. Form 678) and Conditions of Employment (Form 631) for this examination.

By mail:

California Correctional Health Care Services
Selection Services Section, D1
P.O. Box 588500
Elk Grove, CA 95758

In person:

California Correctional Health Care Services
Selection Services Section
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' Selection 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 Education and Experience examination to re-establish eligibility.

Veterans Points and Career Credits

Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. Career Credits will not be granted in this examination.

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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 Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veteran's Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in Open Entrance and Open, Nonpromotional Entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veteran's Preference Application (Std. Form 1093) which is available from CalHR, 1515 S Street, North Building, Suite 400, Sacramento, CA 95811 and the Department of Veterans' Affairs, P. O. Box 942895, Sacramento, CA 94295-0001.

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.

NURSE INSTRUCTOR,
CORRECTIONAL FACILITY

CONDITIONS OF EMPLOYMENT FORM – CDCR ADULT & YOUTH FACILITY LISTING ONLY

PLEASE MARK THE APPROPRIATE BOX(ES) OF YOUR CHOICE - YOU WILL NOT BE OFFERED A JOB IN LOCATIONS NOT MARKED.

If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies according to the conditions you specify on this form. If you are not planning to relocate or are not willing to travel to a distant job location, do not select locations that are a long way from your residence. You may choose up to 15 different locations. If you choose more than 15, you will be certified for anywhere in the State.

TYPE OF APPOINTMENT YOU ARE WILLING TO ACCEPT

Please mark the appropriate box(es) - you may check "(A) Any" if you are willing to accept any type of employment.

- ☐ **(D) Permanent Full-Time**
- ☐ **(R) Permanent Part-Time**
- ☐ **(T) Permanent Intermittent**
- ☐ **(K) Limited-Term Full-Time**
- ☐ **(U) Limited Term Part-Time**
- ☐ **(A) Any**

If all are marked and you receive an appointment other than Permanent Full-Time, your name will continue to be considered for Permanent Full-Time positions.

NOTE: California State Prison has been abbreviated to "CSP". Youth Correctional Facility has been abbreviated to "YCF".

☐ **(5) ANYWHERE IN THE STATE** – If this box is marked, no further selection is necessary.

☐ 7238 **UPPER NORTHERN REGION** – If this box is marked, no further selection is necessary.

ADULT FACILITIES:

- ☐ 0802 **Pelican Bay State Prison** – Crescent City, Del Norte County
- ☐ 1802 **California Correctional Center** – Susanville, Lassen County
- ☐ 1805 **High Desert State Prison** – Susanville, Lassen County

☐ 7231 **NORTHERN REGION** – If this box is marked, no further selection is necessary.

ADULT FACILITIES:

- ☐ 0309 **Mule Creek State Prison** – Ione, Amador County
- ☐ 2102 **CSP, San Quentin** – San Quentin, San Joaquin County
- ☐ 3400 **Headquarters** – Elk Grove, Sacramento County
- ☐ 3404 **Folsom State Prison** – Represa, Sacramento County
- ☐ 3417 **Richard A. McGee Correctional Training Center** – Galt, Sacramento County
- ☐ 3423 **CSP, Sacramento** – Represa, Sacramento County
- ☐ 3901 **Deuel Vocational Institution** – Tracy, San Joaquin County
- ☐ 3902 **DeWitt Correctional Facility** – Stockton, San Joaquin County
- ☐ 3914 **California Health Care Facility** – Stockton, San Joaquin County
- ☐ 4804 **California Medical Facility** – Vacaville, Solano County
- ☐ 4811 **CSP, Solano** – Vacaville, Solano County
- ☐ 5505 **Sierra Conservation Center** – Jamestown, Tuolumne County

YOUTH FACILITIES:

- ☐ 0311 **Pine Grove Youth** – Pine Grove, Amador County
- ☐ 3907 **Northern California YCF** – Stockton, San Joaquin County
- ☐ 3908 **O.H. Close YCF** – Stockton, San Joaquin County
- ☐ 3917 **N.A. Chaderjian YCF** – Stockton, San Joaquin County

☐ 7232 **CENTRAL REGION** – If this box is marked, no further selection is necessary.

ADULT FACILITIES:

- ☐ 1015 **Pleasant Valley State Prison** – Coalinga, Fresno County
- ☐ 1513 **Wasco State Prison** – Wasco, Kern County
- ☐ 1514 **North Kern State Prison** – Delano, Kern County
- ☐ 1522 **Kern Valley State Prison** – Delano, Kern County
- ☐ 1605 **Avenal State Prison** – Avenal, Kings County
- ☐ 1606 **CSP, Corcoran** – Corcoran, Kings County
- ☐ 1608 **California Substance Abuse Treatment Facility** – Corcoran, Kings County
- ☐ 2003 **Central California Women's Facility** – Chowchilla, Madera County
- ☐ 2004 **Valley State Prison for Women** – Chowchilla, Madera County
- ☐ 2701 **Correctional Training Facility** – Soledad, Monterey County
- ☐ 2708 **Salinas Valley State Prison** – Soledad, Monterey County
- ☐ 4005 **California Men's Colony** – Corcoran, Kings County

☐ 7233 **SOUTHERN REGION** – If this box is marked, no further selection is necessary.

ADULT FACILITIES:

- ☐ 1307 **Calipatria State Prison** – Calipatria, Imperial County
- ☐ 1308 **Centinela State Prison** – Imperial, Imperial County
- ☐ 1503 **California Correctional Institution** – Tehachapi, Kern County
- ☐ 1523 **California City Correctional Facility** – California City, Kern County
- ☐ 1995 **CSP, Los Angeles** – Lancaster, Los Angeles County
- ☐ 3310 **California Rehabilitation Center** – Norco, Riverside County
- ☐ 3313 **Chuckawalla Valley State Prison** – Blythe, Riverside County
- ☐ 3329 **Ironwood State Prison** – Blythe, Riverside County
- ☐ 3612 **California Institution for Men** – Chino, San Bernardino County
- ☐ 3613 **California Institution for Women** – Corona, San Bernardino County
- ☐ 3715 **R.J. Donovan Correctional Facility** – San Diego, San Diego County

YOUTH FACILITIES:

- ☐ 5610 **Ventura YCF** – Camarillo, Ventura County

Please notify California Correctional Health Care Services promptly of any changes of address or availability for employment at the following address: CCHCS, Selection Services Section, D1, P.O. Box 588500, Elk Grove, CA 95758.