



**CALIFORNIA PRISON  
HEALTH CARE SERVICES**

**SENIOR PSYCHOLOGIST,  
CORRECTIONAL FACILITY  
(SPECIALIST)**

**XL43/9287 – Exam Code: 1RC29**



**California  
Department of  
Corrections  
and Rehabilitation**

**SENIOR PSYCHOLOGIST,  
CORRECTIONAL FACILITY  
(SUPERVISOR)**

**XL44/9288 – Exam Code: 1RC30**

**OPEN – STATEWIDE**

**FILING PERIOD – 12/5/11 – 12/19/11  
Training and Experience Assessment**

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:**

**Department of Corrections and Rehabilitation (CDCR)**

Positions currently exist statewide with CDCR.

**POSITION  
DESCRIPTION**

A Senior Psychologist, Correctional Facility (Specialist), in a State correctional facility or outpatient clinic, consults with medical, social work, rehabilitation, education, custody and other personnel regarding program planning and evaluation, and developing direct and indirect services; carries project responsibilities; interprets the objectives and procedures of the program to other health facility personnel, members of the public, and other agencies and organizations; may perform operational and systems research studies of program effectiveness; develops and maintains working relationships with other facility units and other agencies and organizations and may work with community groups and agencies to develop supportive resources; prepares progress, financial and other statistical and narrative reports on projects; participates in training programs for Clinical Psychology Interns, Psychiatric Technicians, and other student staff and volunteers, and may develop seminars in psychology; may write articles for presentation or publication; 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 areas and work materials; inspects premises and searches inmates for contraband, such as weapons or illegal drugs; and does other related work.

In addition to duties described above, a Senior Psychologist, Correctional Facility (Supervisor), in a State correctional facility or outpatient clinic, performs difficult and responsible assignments relating to psychological assessment and treatment and either assists in the direction of the psychology program of a health facility or plans, organizes, and coordinates a special patient treatment program which utilizes psychological techniques as its main nonmedical emphasis at a health facility, and coordinates the work of treatment staff of various clinical specialties and volunteers in the program; serves, as needed, as a department-wide expert and psychology consultant in a specific psychology discipline; maintains order and supervises the conduct of inmates; protects and maintains the safety of persons and property; and does other related work.

**WHO CAN APPLY**

Applicants who meet the minimum qualifications as stated below by the final file date – **12/19/11**

**HOW TO APPLY**

CPHCS is administering this examination on behalf of CDCR. Please submit an Examination Application (Std. Form 678) and Training and Experience Assessment to the address listed below:

**By mail with:**

or

**In person with:**

**California Prison Health Care Services  
Selection Services Section  
P.O. Box 4038, Suite 350  
Sacramento, CA 95812-4038**

**California Prison Health Care Services  
Selection Services Section  
501 J Street, Lobby Drop Box  
Sacramento, CA 95812**

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.

The Training and Experience Assessments for the Senior Psychologist, Correctional Facility (Specialist), and the Senior Psychologist, Correctional Facility (Supervisor), can be accessed from State Personnel Board's website at [www.jobs.ca.gov](http://www.jobs.ca.gov), CPHCS' website at [www.cphcs.ca.gov](http://www.cphcs.ca.gov) or CDCR's website at [www.cdcr.ca.gov](http://www.cdcr.ca.gov) or copies can be obtained by calling (916) 445-1086.

**NOTE: Only applications with an original signature will be accepted.**

**PLEASE DO NOT SUBMIT YOUR APPLICATIONS TO THE STATE PERSONNEL BOARD  
OR TO THE DEPARTMENT OF CORRECTIONS AND REHABILITATION**

**APPLICATION  
DEADLINE/  
TESTING PERIOD**

The filing period is 12/5/11 – 12/19/11. All applications must be received or postmarked by the final filing date.

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 July 1, 2007:**

**Salary for Adult Institutions (including the Third Day Visiting Program), Division of Adult Parole Operation, Division of Juvenile Justice, Board of Parole Hearings and Division of Correctional Health Services.**

**Senior Psychologist, Correctional Facility (Specialist):  
\$8,416 - \$9,376 per month**

**Senior Psychologist, Correctional Facility (Supervisor):  
\$9,252 – 9,616 per month**

**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**

Qualifying experience may be combined on a proportionate basis if the requirements stated above 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.

Candidates must meet the following minimum qualifications to be admitted to the examination process.

**MINIMUM  
QUALIFICATIONS  
(Continued)**

**Senior Psychologist, Correctional Facility (Specialist):**

**License:** Possession of a valid license as a Psychologist issued by the California Board of Psychology and possession of an earned Doctorate Degree in Psychology from an educational institution meeting the criteria of Section 2914 of the Medical Board of California's Business and Professions Code.

Individuals who do not qualify for licensure by the California Board of Psychology or who are in the process of securing this license will be admitted into the examination and may be appointed, but must secure a valid license within three years of an appointment or the employment shall be terminated.

For persons employed less than full time, an extension of a waiver of licensure may be granted for additional years proportional to the extent of part-time employment, as long as the person is employed without interruption in service, but in no case shall the waiver exceed five years.

(Unlicensed individuals who are recruited from outside the State of California and who qualify for licensure may take the examination and may be appointed for a maximum of two years at which time licensure shall have been obtained or the employment shall be terminated. Additionally, they must take the licensure examination at the earliest possible date after the date of employment.)

**Senior Psychologist, Correctional Facility (Supervisor):**

**License:** Possession of a valid license as a Psychologist issued by the California Board of Psychology and possession of an earned Doctorate Degree in Psychology from an educational institution meeting the criteria of Section 2914 of the Medical Board of California's Business and Professions Code.

Individuals who do not qualify for licensure by the California Board of Psychology or who are in the process of securing this license will be admitted into the examination however, applicants must first secure a license to practice as a psychologist in California before they will be eligible for appointment.

**And**

**Experience Required for both the Specialist and the Supervisor**

**Either**

One year of experience in the California state service performing the duties of a Psychologist – Clinical, Correctional Facility or Staff Psychologist (any specialty),

**Or**

Two years of postdoctoral, post internship experience in the practice of psychology involving assessment and treatment and either training, research, consultation or program-planning in mental health.

**Both Specialist and Supervisor:**

**Special Personal Characteristics:** Empathetic understanding of patients in a State correctional facility; willingness to work in a State correctional facility; scientific and professional integrity; emotional stability; patience; alertness; tact; and keenness of observation.

**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 well-being or that of their fellow employees or that of inmates.

Assignments may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.

**Special Personal Characteristic for Supervisor only:** Demonstrates leadership ability.

**EXAMINATION PLAN**

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.

Candidates who meet the "Minimum Qualifications" will have their Training and Experience Assessment scored. If they pass the examination, they will be placed on an eligible list. **RETURN OF THE TRAINING AND EXPERIENCE ASSESSMENT IS MANDATORY.** Candidates who do not return the completed Training and Experience Assessment will be eliminated from this examination.

**Training and Experience Assessment – Weighted 100.00%**

**EXAMINATION PLAN  
(Continued)**

**Scope:** Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

**Both Specialist and Supervisor:**

Knowledge of:

1. Principles, techniques, and trends in psychology with particular reference to normal and disordered behavior, human development, motivation, personality, learning, individual differences, adaptation, and social interaction.
2. Methods for the assessment and modification of human behavior.
3. Forensic psychology.
4. Characteristics and social aspects of mental and developmental disabilities.
5. Research methodology and program evaluation.
6. Institutional and social process, group dynamics.
7. Functions of psychologists in various mental health services.
8. Current trends in the field of mental health.
9. Professional training.
10. Community organizations and allied professional services.

Ability to:

1. Provide professional consultation.
2. Teach and participate in professional training.
3. Recognize situations requiring the creative application of technical skills.
4. Develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of mental disabilities, to the conduct of research, and to the development and direction of a psychology program.
5. Plan, organize, and conduct research, data analysis, and program evaluation.
6. Conduct the more difficult assessment and psychological treatment procedures.
7. Analyze situations accurately and take effective action.
8. Communicate effectively.

**Supervisor only:**

Knowledge of:

1. Principles, techniques, and problems in developing and coordinating a specialized psychological treatment program.
2. Principles of personnel management and supervision.
3. The department's Equal Employment Opportunity (EEO) Program.
4. A supervisor's role in the EEO program and the processes available to meet EEO objectives.

Ability to:

1. Plan, organize, and direct or coordinate a specialized psychologist treatment program involving members of other treatment disciplines.
2. Provide professional consultation and program leadership.
3. Supervise consultation and program leadership.
4. Supervise professional staff.
5. Understand and effectively carry out State and departmental EEO policies.
6. 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 CDCR. The names of successful competitors will be merged onto the eligible list in order of final scores regardless of test date. List 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](http://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 12<sup>th</sup> 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](http://www.cphcs.ca.gov)

**THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS**