

DUTY STATEMENT

Mental Health Services Oversight & Accountability Commission

PART A	
Program Operations	
Position No: 475-550-7620-001	Date: 5/3/2024
Class: Consulting Psychologist	Name: Vacant
Subject to Conflict of Interest: Yes	CBID: R19
<p>Description of the position’s organizational setting and major function: Under the direction of the Deputy Director of Program Operations, the Consulting Psychologist provides leadership to the Mental Health Services Oversight & Accountability Commission (MHSOAC) staff on culturally competent, recovery-oriented best practices related to the implementation of the Behavioral Health Services Act (BHSA). The Consulting Psychologist provides clinical expertise to the MHSOAC on significant trends and policy issues related to prevention of and recovery from mental illness, including those needing further research, and makes policy recommendations to the MHSOAC.</p>	
Percentage of time performing duties:	ESSENTIAL FUNCTIONS
30%	<p>Advise MHSOAC leadership and contribute to policy discussions and decisions, with a focus on expertise regarding culturally competent, recovery-focused community and public behavioral health services and best practices. Provide a clinical perspective on utilizing best practice and innovative models to inform grants and other MHSOAC projects. Develop presentations on the Commission’s portfolio of work to be presented to internal staff, external partners, state and local agencies, and Commissioners to inform decision-making relative to behavioral health policy. Provide a clinical perspective on utilizing best practice models to inform Requests for Application/Proposals. Review proposals from community-based organizations, various state and local departments, and other interested partners to determine the viability of the proposal relative to evidence based and best practice models. Provide Community and Engagement Team clinical insight and guidance relative to Requests for Application/Proposal to ensure the proposals include the correct language to encourage thoughtful response that include evidence based and best practice models.</p>
25%	<p>In close consultation and collaboration with the Deputy Director of Program Operations and the Director of Research and Evaluation, lead one or more assigned projects designed to drive change in the state’s behavioral health system and identify best practices to address the seven negative outcomes of mental illness.</p>
10%	<p>Work closely with Innovation staff and counties to discover gaps in behavioral health services and identify potential innovative programs to address these gaps in behavioral health services. Ensure that the MHSOAC, counties, and stakeholders are informed about how each recommended Innovative Project is consistent with BHSA and statutory requirements, and the potential of each to create, pilot, evaluate, adopt, and disseminate new or changed behavioral health practices. Provide updates to the MHSOAC on the Innovation component to help Commissioners assess and support progress and outcomes of the component to inaugurate statewide new effective behavioral health practices.</p>
10%	<p>Lead Commission efforts to collaborate and consult with other state departments as mandated by the BHSA. Coordinate with and represent the MHSOAC in collaboration with the Department of Healthcare Services (DHCS), the California Behavioral Health Directors Association (CBHDA), the California Mental Health Services Authority (CalMHSA), the California Department of Public Health, the California Office of Healthcare Access and Information (HCAI), other state agencies, stakeholder organizations, and others to implement the MHSOAC’s role regarding</p>

	<p>BHSA services, including developing policy recommendations. Duties include convening high level meetings with top management at DHCS, CBHDA, and others, working with state-level stakeholder organizations to develop consensus regarding issues that may arise in the review of county BHSA programs and to advise the MHSOAC.</p>
10%	<p>Support Commission staff to conduct appropriate community engagement for various projects including the development of innovation projects that have the potential to improve behavioral health services and outcomes locally and statewide. Identify tools and resources for counties to evaluate the efficacy of BHSA services and projects. Convene opportunities for counties to engage in peer learning and mentoring, and ensure availability of training and technical assistance resources through a staffed and online resource center.</p>
5%	<p>Convene and collaborate with other behavioral health training and technical assistance resources, including but not limited to, statewide organizations, other state departments, counties, foundations, and non-profit organizations. Develop and update trainings and resources. Represent the MHSOAC at conferences and meetings throughout the State. Duties may include making presentations and participating in plenary or panel discussions.</p>
5%	<p>Lead and manage efforts on internal and external Workplace Mental Health and the Commission's initiatives to achieve a diverse, equitable, and inclusive workplace. Provide training to key staff to ensure culturally responsive and competent practices for all aspects of the Commission's work.</p>

NON-ESSENTIAL FUNCTIONS	
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5%	Other responsibilities as assigned by Commission Executive Leadership
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OTHER	
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<p>Regular and consistent attendance is critical to the successful performance of this position. Some travel may be required.</p>

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PART B - PHYSICAL AND MENTAL REQUIREMENTS OF ESSENTIAL FUNCTIONS					
Activity	Not Required	Less than 25%	25% to 49%	50% to 74%	75% or More
VISION: View computer screen; prepare various forms, memos, reports, letters, and proofread documents.					X
HEARING: Answer telephone; communicate with Administration, department managers, department staff; provide verbal information.					X
SPEAKING: Communicate with staff, residents and the public in person and via telephone; interact in meetings.					X
WALKING: Within the department to various units.		X			
SITTING: Work station; meetings; training.					X
STANDING: Copy documents; review records.		X			
BALANCING:	X				
CONCENTRATING: Review documentation for accuracy.					X
COMPREHENSION: Understand research data as it applies to the current research projects					X
WORKING INDEPENDENTLY: Must be able to apply laws, rules and processes with minimal guidance.					X
LIFTING UP TO 10 LBS:		X			
LIFTING 10-25 LBS:	X				
LIFTING 25-50 LBS:	X				
FINGERING: Push telephone buttons, calculator keys, and computer keyboard.				X	
REACHING: Answer telephone; use a mouse; retrieve documents from printer.		X			
CARRYING: Transport documents.		X			
CLIMBING: Stairs.	X				
BENDING AT WAIST: Use copier; access low file drawers.		X			
KNEELING: Access low file drawers.		X			
PUSHING OR PULLING: Open and close file drawers.		X			
HANDLING: Sort paperwork; distribute mail.				X	
DRIVING: Special events.	X				
OPERATING EQUIPMENT: Computer, telephone, copier, printer, fax machine.					X
WORKING INDOORS: Enclosed office environment.					X
WORKING OUTDOORS: Special events.	X				
WORKING IN CONFINED SPACE: File, supply, storage rooms, etc.	X				

I have read and understand the duties listed on this Duty Statement and I can perform these duties with or without reasonable accommodation. (If reasonable accommodation may be necessary, discuss any concerns with the Equal Employment Opportunity Office.)

Employee signature _____ Date _____

Supervisor signature _____ Date _____

Human Resources signature _____ Date _____