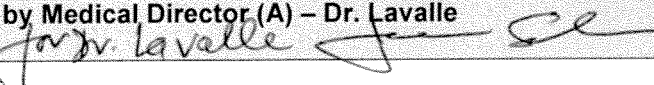


**DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS – COALINGA**

**CLASSIFICATION: CONSULTING PSYCHOLOGIST
FORENSIC DEPARTMENT**

Approved by Medical Director (A) – Dr. Lavalley
Signature: 

Date Approved:

09/08/15

1. **MAJOR TASKS, DUTIES AND RESPONSIBILITIES:** Under direction of the Senior Psychologist (Supervisor), the Consulting Psychologist provides a variety of forensic psychological evaluation and consultation services. The primary job duty of the Consulting Psychologist is to independently evaluate, review extensive case files and records, perform risk assessments, and write evaluations of individuals committed to the Department of State Hospitals, Coalinga as Sexually Violent Predators (SVP) and/or Mentally Disordered Offenders (MDO). The purpose of these evaluation reports is to determine if hospital patients continue to meet SVP or MDO statutory criteria for civil commitment. Additional types of forensic evaluations may be required as hospital populations expand to other types of forensic patients.

The Consulting Psychologist evaluates individuals and reviews their records located at Coalinga State Hospital. The Consulting Psychologist provides court testimony and at deposition, typically in the patients' county of commitment. Travel to the hospital on a regular basis for patient interviews and files reviews, and travel in response to subpoenas, is required.

The Consulting Psychologist may be required to review evaluations written by other Forensic Department psychologists to ensure that their reports are clinically and legally sound, accurate, fact-based, and grammatically correct. Departmental reports must be specifically focused on issues as required by SVP and MDO statutes.

The Consulting Psychologist may respond to questions from DSH-C non-Forensic departments regarding multiple issues, to include: Sex Offender research, MDO research, risk assessment, SVP/MDO laws and legal issues, and SVP/MDO evaluations.

This position entails no clinical duties.

The Consulting Psychologist possesses a high degree of skill in multiple areas: Clinical Psychology, Forensic Psychology, SVP/MDO laws and, specialized knowledge and experience in the area of forensic report writing and court testimony. In addition, Consulting Psychologists have strict ethical and technical responsibilities regarding patient confidentiality. Forensic evaluations involve exposure to sensitive and confidential patient information and materials.

Consulting Psychologists are expected to maintain HIPPA requirements regarding confidentiality, as well as DSH and DSH-C rules and regulations, and applicable state and federal laws at all times.

45% FORENSIC PSYCHOLOGICAL ASSESSMENT:

- Review and summarize all relevant medical and legal records including crime reports, psychological assessments and evaluations and patients, as well as patient's progress in treatment. Assessments to be summarized include suicide risk assessments, violence risk assessments, cognitive and achievement tests, functional assessments, personality measures, and sex offender treatment related assessments.
- Administer write succinct and lay-person understandable summary descriptions of SVP/MDO assessments which include the assessments of Static and Dynamic risk and a review of relevant Protective factors.
- Assessment/evaluation reports must be completed and documented within the required timelines, as specified by departmental and hospital policies and statutory mandates. Reports must respond directly and adequately to the intended function of the assessment/evaluation, with particular emphasis on statutory criteria.
- Travel and provide court/deposition testimony regarding findings of forensic assessments/evaluations.

35% COURT TESTIMONY:

- Communicate knowledge regarding sex offender risk assessments clearly and concisely in court. Maintain an on-going understanding of research regarding: SVP/MDO statutes, Risk Assessment procedures, SVP/MDOs, and the effects of SVP/MDO treatment on sexual and violent recidivism. Apply this knowledge to individual cases and communicate this clearly and concisely in court. Maintain an on-going understanding of current case-law and apply this to court testimony. Maintain an on-going understanding of all statutes and regulations regarding civil commitment, travel to counties throughout California to communicate forensic opinions in court as an expert witness. Demonstrate previous training and experience in specialized forensic ethics codes for psychologists and testimony regarding SVP/MDO laws. Demonstrate professional interaction and exchanges of information with legal stakeholders.

15% CONSULTATION AND TRAINING:

- Utilize professional knowledge to consult with members of patients' inter-disciplinary treatment teams regarding treatment progress and

unit behavior. The Consulting Psychologist must have an understanding of the role of the Treatment Team professionals and the Treatment process. Staff participating in consultations includes, but is not limited to: paraprofessional staff, recreational therapists, clinical social workers, clinical psychologists, neuropsychologist, nurses, pharmacists, physicians and surgeons, specialists, psychiatric personnel, supervisory and administrative staff.

- Demonstrate and utilize knowledge regarding the statutes and regulations as they pertain to the release of forensic information including, but not limited to: HIPPA requirements and California evidence code, in consulting with outside legal professionals regarding statutorily relevant facets of patients' status and progress in treatment.
- Participate in the construction and presentation of training materials for staff both inside and outside of the facility, as requested by supervisor.
- Participate in the training of Forensics Department Postdoctoral Fellows, and in the proctoring of departmental psychologists regarding Medical Staff requirements, as requested by supervisor.

5% PROFESSIONAL RESPONSIBILITIES:

- Promote a positive work environment that is characterized by fair treatment of staff, open communication, personal accountability, trust and mutual respect.
- Adhere to the requirements of the California Board of Psychology and the Department of Psychology requirements for clinical supervision.
- Participate in Forensic Services Department weekly staff meetings.
- Complete all required Continuing Education requirements for renewal of licenses with an emphasis on Forensics-related skills. Participate in all required departmental trainings.

2. SUPERVISING RECEIVED:

Senior Psychologist (Supervisor)

3. SUPERVISION EXERCISED:

None-may lead and direct multidisciplinary staff, and may oversee Post-Doctoral Fellows

4. KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF: Clinical psychological theories and research; principles, techniques, and problems in developing and coordinating a specialized

psychological treatment program; principles, techniques, and trends in psychology with particular reference to normal and disordered behavior, human development, learning, individual differences, adaptation, and social interaction; methods for the assessment and modification of human behavior; characteristics and social aspects of mental disorders and disabilities; program evaluation; institutional and social process, group dynamics, and professional training; interrelationships of Federal, State, and local professional and voluntary mental health agencies and of programs and services of such agencies; current trends in the field of mental health; functions of psychologists in various mental health services; community organization and allied professional services; and consultative methods in various mental health fields.

ABILITY TO: Plan, organize, evaluate, and work in a clinical psychological treatment program; interpret and apply the mental health policies and standards of the Department's program; promote the organization of community mental health resources and their effective utilization in a mental health program; teach and participate in professional training; plan, organize, and conduct research, data analysis, and program evaluation; evaluate and conduct assessment on psychological treatment procedures; evaluate and assess forensic mental health treatment procedures; evaluate the quality and scope of psychological services provided under mental health programs; communicate effectively; provide professional consultation and leadership; recognize situations requiring the creative application of technical skills; develop and assess creative approaches to the assessment, treatment, and rehabilitation of mental disorders; conduct the research, development, and direction of a psychological program; secure the cooperation of professional and lay groups; and train other psychologists and other mental health professionals.

5. REQUIRED COMPETENCIES:

ANNUAL HEALTH REVIEW: All employees are required to have an annual health review and TB test or whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job functions.

INFECTION CONTROL: Applies knowledge of correct methods of controlling the spread of pathogens appropriate to job class and assignment.

HEALTH AND SAFETY: Activity supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR: Maintain current certification if applicable.

THERAPEUTIC STRATEGY INTERVENTION (TSI): Supports safe working environment; practices the strategies and interventions that promote a therapeutic milieu; applies and demonstrates knowledge of correct methods in the management of assaultive behavior.

CULTURAL AWARENESS: Demonstrates awareness to multicultural issues in the work place that enable the employee to work more effectively.

RELATIONSHIP SECURITY: Demonstrates professional interactions with patients, and maintains therapeutic boundaries. Maintains relationship security in the work area; takes effective action and monitors, per policy, any suspected employee/patient boundary violations.

PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION: Maintains and safeguards the privacy and security of patients' protected Health Information and other individually identifiable health information; whether paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws.

SITE SPECIFIC COMPETENCIES: None

TECHNICIAN PROFICIENCY (SITE SPECIFIC): None

6. **LICENSE OR CERTIFICATION:** It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Services.

7. **TRAINING:**

Training Category – 1 – Training Procedure No. 03-11.

The employee is required to keep current with the completion of all required training.

8. **WORKING CONDITIONS:**

ADMINISTRATIVE DIRECTIVE AD-146:

Each employee shall be fully acquainted with the rules and regulations of the Department of State Hospitals (DSH) and of the hospital.

EMPLOYEE IS REQUIRED TO:

1. Report to work on time and following procedures for reporting absences.
2. Maintain professional appearance.
3. Appropriately maintain cooperative, professional, and effective interactions with employees, patient/client and the public.

DUTY STATEMENT – CONSULTING PSYCHOLOGIST – FORENSIC DEPARTMENT

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Revision Date: 09/01/15

Page 6 of 6

4. The work entails routinely encountering clients and interacting with staff throughout the facility, thus sensitivity and tolerant even temperament is required.
5. The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital.

Employee Signature

Print Name

Date

Supervisor Signature

Print Name

Date