

**PSYCHOLOGIST
DUTY STATEMENT**
(HEALTH FACILITY CLINICAL SAFETY)

DSH3002 (Rev. 01/2020)



California Department of
State Hospitals

Box reserved for Personnel Section

	RPA #	C&P Analyst Approval	Date	
Employee Name	Division Department of State Hospitals			
Position No / Agency-Unit-Class-Serial 502-601-9873-XXX	Unit DSH-Patton			
Class Title Psychologist (Health Facility Clinical Safety)	Location Psychology			
Subject to Conflict of Interest ☐ Yes ☒ No	CBID S19	Work Week Group: 4C	Pay Differential	Other
Introduction Apply psychological knowledge and techniques to the problems of mental and developmental disabilities in children, adolescents, and adults; conduct various forms of group and individual therapy; evaluate programs; provide training; serve as consultants Assigned to primarily to do assessment, interventions, and consultation hospital wide and may be given responsibility for providing psychological services primarily to patients on a Unit, though certain duties may be program-wide and/or hospital-wide. Duties include but are not limited to the following (Approximate % times are listed for each activity):				
% of time performing duties	Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first; percentage must total 100%.			
30%	Conduct treatment interventions including individual and group psychotherapy, specialized treatment interventions, and crisis intervention. Write and implement behavior plans. Develop and implement behavioral interventions for high-risk medical refusers.			
15%	Complete initial psychological assessments (APAs), and psychological evaluations and assessments as required, including selection, administration, scoring, and interpretation of psychological tests within an examination context. Complete forensic evaluations (risk assessments,			

	competency assessments, malingering assessments, and court reports) as indicated. Assist with suicide and homicide risk assessment.
10%	Document psychological services. Assist in preparation of treatment and write progress notes for patients on caseload as required. Monthly notes for patients who are receiving psychotherapy services and quarterly notes as clinically indicated. Complete Psychology section of the Special Incident Report (SIR) for behavioral SIRs.
15%	Participate with the interdisciplinary team in scheduled treatment team meetings, progress reviews, and dispositional staffing. Attend morning meetings. Consult with the team psychiatrist and interdisciplinary team members regarding patient care. Interact with outside agencies as needed. Serve as qualified expert witness when required by the courts.
10%	Participate by attending and/or presenting at hospital in-service or community-based training/conferences as arranged, scheduled, or required by the Hospital, the Program, or the Medical Staff/ Psychology Department. If licensed, obtain the minimum Mandatory Continuing Education for Psychologists (MCEP) units (18 hours /year) required for biennial re-licensure by the Board of Psychology. Participate in the APA-accredited training program for psychology interns and/or the postdoctoral forensic fellowship program as teacher or supervisor as qualified/assigned. If pre-licensed, participate in a minimum of 4 hours/week (10%) in scheduled supervision/training provided by qualified supervisors.
10%	Participate as a member in the meetings, committees, and assigned functions of the Hospital, the Program, the Medical Staff and/or Psychology Department, following the professional standards of practice and ethical guidelines set forth by the Medical Staff Bylaws, the American Psychological Association, and/or the Board of Psychology
10%	Participate in the Quality Improvement Program of the Department of State Hospitals, DSH-Patton, the Program, and the Medical Staff/Psychology Department as appropriate and assigned. Participate in research, statistical analysis of data and/or program evaluation as required/approved, following Federal and State guidelines as applicable. Prepare related reports or articles for publication as appropriate.

Required Competencies	SUPERVISION RECEIVED: Clinical Psychologists perform specific or general tasks under the direction of the Chief Psychologist and/or their assigned Senior Psychologist Supervisor. The Department Psychology is responsible for the maintenance of professional standards and the quality of service provided. The professional conduct for psychologists is determined by the Standards of Practice and the Ethics Guidelines formulated by the American Psychological Association, by the laws, rules and regulations of the Board of Psychology (BOP) of the Medical Board of California, the Bylaws of the Medical Staff and the Rules and Regulations of the Psychology Department. SUPERVISION EXERCISED: At the discretion of the Psychology Department and/or Medical Staff Credentials Committee, Licensed Psychologists may be assigned to (1) Proctor licensed psychologists during the probationary period and (2) Supervise pre-licensed psychologists who are preparing for State licensure. At the discretion of the Psychology Training Director, Psychologists may be assigned to supervise the Clinical Psychology Interns (CPI) in the Program accredited by the American Psychological Association (APA), Postdoctoral Fellows in the Patton State Hospital Forensic Fellowship Program, listed nationally in the Association of Psychology Postdoctoral & Internship Centers (APPIC), or Practicum Students. ABILITY TO: Plan, organize, and work in a specialized psychological treatment program involving members of other treatment disciplines; provide professional consultation and program leadership; teach and participate in professional training; recognize situations requiring the creative application of technical skills; develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of mental disorders, to the conduct of research and to the development and direction of a psychological program; plan, organize, and conduct research data analysis and program evaluation; conduct assessment and psychological treatment procedures; secure the cooperation of professional and lay groups, analyze situations accurately, take effective action; and speak and write effectively. KNOWLEDGE OF: 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, motivation, personality learning, individual differences, adaptation and social interaction; methods for the assessment and modification of human behavior; characteristics and social
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	aspects of mental disorders and retardation; research methodology and program evaluation; institutional and social process, group dynamics; functions of psychologists in various mental health services; current trends in the field of mental health; professional training; community organization and allied professional services. TECHNICAL PROFICIENCY (SITE SPECIFIC) Clinical Privileges in Forensic Psychology and other areas as qualified/approved. Demonstrates knowledge of behavioral interventions and management of violence risk, and the ability to analyze monitoring data to enhance the mental health services provided and competence in assessment procedures necessary to produce reliable and valid findings. Possess basic computer skills. 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. 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 in accordance with policy. CULTURAL AWARENESS: Demonstrates awareness of 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.
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 Service. Employees in this classification must:

	• Possess 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. • Newly hired pre-licensed staff will have up to four years in which to obtain their license (Health and Safety Code, Sec. 1277 b). While unlicensed, the psychologist is under the assigned supervision of a licensed psychologist. Staff with an out-of-state license must make application to the Board of Psychology of the Medical Board of California to clarify their licensure status and successfully pass the examination for California licensure within the time frame specified by law.
Training	The employee is required to keep current with the completion of all required training.
Other Information	Regular and consistent attendance is critical to the successful performance of this position due to the heavy workload and time-sensitive nature of the work. The incumbent routinely works with and is exposed to sensitive and confidential issues and/or materials and is expected to always maintain confidentiality. The Department of State Hospitals provides support services to facilities operated within the Department. A required function of this position is to consistently provide exceptional customer service to internal and external customers. Psychologists are in WWG 4C and are required to work in a variety of settings throughout the hospital as determined by the operational needs of the hospital. They are expected to have knowledge of the Administrative Directives pertaining to the working conditions and requirements at Patton State Hospital and be familiar with the provisions of the 'Agreement' between AFSCME's Professional Health and Social Services Bargaining Unit 19 and the State of California. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

	I have read and understand the duties listed above and I can perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation is necessary, discuss your concerns with the Office of Human Rights). <table><tr><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Psychologist (Employee Signature)</td><td>Print Name</td><td>Date</td></tr></table> I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above. _____ David Glassmire, Ph.D. <table><tr><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Chief Psychologist (A) (Supervisor Signature)</td><td>Print Name</td><td>Date</td></tr></table> <table><tr><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Medical Director (Reviewing Supervisor Signature)</td><td>Print Name</td><td>Date</td></tr></table>	_____	_____	_____	Psychologist (Employee Signature)	Print Name	Date	_____	_____	_____	Chief Psychologist (A) (Supervisor Signature)	Print Name	Date	_____	_____	_____	Medical Director (Reviewing Supervisor Signature)	Print Name	Date
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