

SHADED AREA TO REFLECT RECLASS POSITION NUMBER ONLY

DUTY STATEMENT

RPA/647#-

EFFECTIVE DATE:

CDCR INSTITUTION OR DEPARTMENT California Medical Facility	POSITION NUMBER (Agency - Unit - Class - Serial) 076-220-9859-
UNIT NAME AND CITY LOCATED Mental Health – Vacaville	CLASS TITLE Chief Psychologist, CF
WORKING DAYS AND WORKING HOURS a.m. to p.m. (Approximate only for FLSA exempt classifications)	SPECIFIC LOCATION ASSIGNED TO
PROPOSED INCUMBENT (If known)	CURRENT POSITION NUMBER (Agency - Unit - Class - Serial)

California Department of Corrections and Rehabilitation (CDCR)/ California Correctional Health Care Services (CCHCS) values all team members. We work cooperatively to provide the highest level of health care possible to a diverse correctional population, which includes medical, dental, nursing, mental health, and pharmacy. We encourage creativity and ingenuity while treating others fairly, honestly, and with respect, all of which are critical to the success of the CDCR/CCHCS mission.

Under the general direction of the Chief Psychiatrist/Chief of Mental Health, and the administrative direction of the Executive Officer, the Chief Psychologist, CF is responsible for the overall supervision of the Mental Health Services Delivery System (MHSDS). As supervisor of psychological services, plans, directs and coordinates the various psychological activities consistent with the mission of the California Medical Facility. Responsible to maintain order and supervise the conduct of incarcerated people; to protect and maintain the safety of persons and property; and to do other duties as assigned.

% 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. *(Use additional sheet if necessary)*

TYPICAL TASKS

In a correctional setting, investigates behavior problems or mental disorders; examines, diagnoses, classifies, and prescribes psychological treatment and rehabilitation programs for incarcerated people /patients; supervises and participates in the diagnosis, care and treatment of psychotic incarcerated people; secures and reviews data on heredity, congenital and environmental factors pertaining to individual offenders; applies findings of psychological examination; directs the giving of psychotherapy and other treatment for preventing and correcting behavior disorders; directs and participates in staff conferences and clinics for the discussion of psychological problems of offenders and their care and treatment; recommends transfer, parole or discharge of offenders and recommends arrangements for follow-up and aftercare during parole; secures and trains psychology staff; plans, directs and evaluates their work performance; prepares reports and does research on problems of adult criminality; maintains order and supervises the conduct of persons committed to the California Department of Corrections; prevents escapes and injury by these persons to themselves, others or to property; maintains security of working areas and work materials.

ESSENTIAL FUNCTIONS

- 40 %** Plan and implement clinical programs.
- 25 %** Provide overall supervision of senior and staff psychologists.
- 15 %** Meet with clinical/administrative staff regarding program functions.
- 10 %** Ensure that Coleman mandated standards are met.
- 10 %** Participate in ongoing quality improvement process.

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KNOWLEDGE AND ABILITIES

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 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; State and Department's Affirmative Action Program objectives; a manager's role in the Affirmative Action Program and the processes available to meet affirmative action objectives; principles and techniques of effective supervision.

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 and take effective action; communicate effectively; plan, organize and direct the work of others; effectively contribute to the Department's affirmative action objectives.

DESIRABLE QUALIFICATIONS**SPECIAL REQUIREMENTS OR CONTINUING EDUCATION REQUIREMENT**

- CCHCS does not recognize hostages for bargaining purposes. CCHCS and CDCR have a "NO HOSTAGE" policy and all incarcerated patients, visitors, nonemployees, and employees shall be made aware of this.

Special Personal Characteristics

Empathetic understanding of patients of a State correctional facility; willingness to work in a correctional facility; emotional stability; patience; scientific and professional integrity; alertness; tact; and demonstrated leadership ability; and keenness of observation.

Special Physical Characteristics

- Influence change and strengthen the community. Set an example each day through positive and pro-social role modeling, utilizing dynamic security concepts.
- Willingness to play a significant role in the collaborative efforts toward rehabilitation and public safety enhancement.
- Ability to facilitate conversations as a coach and mentor, engaging in a respectful and understanding manner.
- Ability to build trust, improve communication, and assist with the transformation of correctional culture.

SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE:		
SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT:		
The statements contained in this duty statement reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence, relief to equalize peak work periods, or otherwise balance the workload.		
EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE

