

DUTY STATEMENT
DSH3002 (Rev. 01/2020)



Box reserved for Personnel Section

	RPA #	Position Control Approval: cm	Date: 6/9/2026
Employee Name	Division Medical Director		
Position No / Agency-Unit-Class-Serial 455-461-7620-XXX	Unit Forensic Services Department		
Class Title Consulting Psychologist	Location DSH- Atascadero		
Subject to Conflict of Interest <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CBID R19	Work Week Group E	Class Ranges U

MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

Under the direct supervision of the Senior Psychology Supervisor and Senior Psychiatrist Supervisor of the Forensic Department, apply psychological knowledge and techniques to the assessment, management, and forensic evaluation of judicially committed patients with severe mental illness, neurocognitive disorders, developmental disabilities, or other mental disorders; provide training; and serve as consultants. Perform Forensic Evaluations and author Forensic Reports as required by statute; and provide expert witness testimony regarding forensic opinions. Serve on involuntary medication panels. Services are provided in accordance with generally accepted professional standards of care and as required by Department of State Hospitals (DSH), relevant departmental policies, and Forensic Psychology Specialty Guidelines.

Incumbents ensure public property is protected and safe.

50%	Perform forensic evaluation as needed and assigned, including but not limited to Evaluations pursuant to PC2962 (Offender with Mental Health Disorder (OMD) certification appeals, community placement evaluations, annual evaluations, and annual appeal evaluations), PC 2970 (OMD extension evaluations), PC 1026 (PC 1026.2, PC 1026.5, PC 1026(f), etc.), PC 1370 (PC 1370(b)(1), PC 1372(A)(1), PC 1370(b)(1)(A), PC 1370(c)(1)), WIC 5008(h)(1)(B), WIC 6500, WIC 6600, LPS, WIC 5404, etc. Provide feedback and consultation to treatment teams and/or patients about the forensic opinions, as clinically indicated.
30%	Provide expert testimony when needed for the Board of Parole Hearings and the Superior Courts of California. Maintain an ongoing understanding of current case law and apply this to court testimony. Demonstrate previous training and experience in specialized ethical codes for forensic psychologists and expert testimony regarding applicable laws.
10%	Provide education and training in forensic psychology for other professionals and trainees, including but not limited to predoctoral psychology interns, post-doctoral fellows and unlicensed professionals; licensed professionals seeking new privilege; orientation of new staff; and other staff members as needed or requested.

5%	Perform other duties as assigned, including attendance at medical staff, departmental, and committee meetings, and performance of associated tasks for medical staff.
5%	Meet continuing education requirements and actively seek learning opportunities for professional growth and development with an emphasis on forensic psychology, including but not limited to presenting at forensic continuing education activities, attending regular meetings of the Forensic Department and taking part in quality assurance and improvement activities as the Chief of Forensic Services assigns.
Other Information	<p>Supervision Received: Sr. Psychologist, Supervisor</p> <p>Supervision Exercised: None</p> <p>KNOWLEDGE AND ABILITIES:</p> <p>KNOWLEDGE OF: 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; forensic psychology and evaluation, as well as associated statutes and case law governing commitment and report types; methods for the assessment and modification of human behavior; characteristics and social aspects of mental and developmental disabilities; 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; and community organization and allied professional services.</p> <p>ABILITY TO: Provide professional consultation; 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 disabilities, to the conduct of research, and to the development and direction of a psychology program; plan, organize, and conduct research, data analysis and program evaluation; conduct the more difficult assessment and psychological treatment procedures; analyze situations accurately and take effective action; and communicate effectively.</p> <p>REQUIRED COMPETENCIES ANNUAL HEALTH REVIEW All employees are required to have an annual health review and TB test or whatever is necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job functions.</p>

INFECTION CONTROL

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

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety vigilance in the identification of safety or security hazards.

CPR

Maintain current certification as indicated by local facility.

THERAPEUTIC STRATEGIES AND INTERVENTIONS

Applies and demonstrates knowledge of correct methods in the management of assaultive behavior as taught in Therapeutic Strategies and Interventions (TSI).

DIVERSITY, EQUITY, AND INCLUSION

Demonstrates awareness of cultural humility in the workplace to promote fair treatment among fellow staff and patients.

PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION

Maintain and safeguard the privacy and security of patient's protected health information (PHI) and other individually identifiable health information (IIHI) whether it is in paper, electronic, or verbal form in compliance with HIPPA and all other applicable privacy laws.

THERAPEUTIC RELATIONSHIPS / RELATIONSHIP SECURITY

Demonstrate 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.

SITE SPECIFIC COMPETENCIES

Maintain liaison and coordination with DSH Legal Services, the Superior Courts, and the Office of the Attorney General. Demonstrate understanding of the commitment processes for individuals residing on the unit(s) and for whom services are provided. Maintain knowledge of current Hospital Policies and Procedures.

TECHNICAL COMPETENCIES

Demonstrates knowledge of Key Indicators related to forensic services, 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.

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 the legal requirements and a valid license for the practice of psychology in California as determine by the California Board of Psychology

TRAINING CATEGORY - 2

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

PHYSICAL DEMANDS – See attached

WORKING CONDITIONS:

Report to work on time and follow procedures for reporting absences. Maintain a professional appearance. Appropriately maintain cooperative, professional, and effective interactions with employees, individuals, and the public.

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

Incumbent must comply with GC Chapter 3 State Employee Telecommuting Program [14200-14203] (Chapter 3 added by Stats. 1990, Ch. 1389, Sec. 1.) that disallows California state employees to reside out of state while performing their work duties.

The majority of the essential functions of this position may be performed via telework and/or flexible scheduling in accordance with DSH PD 5338. Although the ability may be granted, incumbent must be available to report to in-person when it is determined necessary by management.

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).

Employee Signature

Date

I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above.

Supervisor's Signature

Date

Reviewing Supervisor's Signature

Date

Physical Requirements of Position
Consulting Psychologist (7620) - Forensics

Activity	Never/Rarely < 5 min.	Infrequently 5-30 min.	Occasionally 31 min.-2.5 hrs.	Frequently 2.5-5.0 hrs.	Constantly > 5 hrs.	Comments
Interacting/communicating: Face-to-face with public	X					
By phone with public		X				
With inmate, patients, or clients				X		
With co-workers				X		
Supervising staff	X					
Lifting/Carrying						
0 - 10 lbs.			X			
11 - 25 lbs.		X				
26 - 50 lbs.		X				
51 - 75 lbs.	X					
76 - 100 lbs.	X					
100 + lbs.	X					
Sitting					X	
Standing		X				
Running	X					
Walking		X				
Crawling	X					
Kneeling	X					
Climbing	X					
Squatting	X					
Bending (neck)			X			
Bending (waist)		X				
Twisting (neck)			X			
Twisting (waist)		X				
Reaching (above shoulder)		X				
Reaching (below shoulder)		X				
Pushing & Pulling		X				
Power Grasping	X					
Handling (holding, light grasping)			X			
Fine fingering (pinching, picking)		X				
Computer use (keyboard, mouse)					X	
Walking on uneven ground		X				
Driving	X					
Operating hazardous machinery	X					
Exposure to excessive noise	X					
Exposure to extreme temp.	X					
Exposure to dust, gas, fumes, or chemicals	X					
Working at heights	X					