

**CANYON SPRINGS COMMUNITY FACILITY  
DUTY STATEMENT**

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| <b>EMPLOYEE NAME</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>PROGRAM/SECTION - POSITION NUMBER</b>                                                                                             |
| <b>CIVIL SERVICE TITLE CLASSIFICATION</b><br>Senior Psychologist (Health Facility-Clinical), DDS                                                                                                                                                                                                                                                                                                                                                                                                           | <b>SUPERVISION RECEIVED BY</b><br>Administrative Supervisor- Program Director. Clinical Supervision- Senior Supervising Psychologist |
| <b>POSITION TITLE</b><br>Senior Psychologist                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>SUPERVISION EXERCISED</b><br>Yes___ No <u>X</u>                                                                                   |
| <b>GENERAL STATEMENT OF DUTIES:</b><br>Provides psychological services to individuals through the pre-admission process to placement in the community or to another facility.                                                                                                                                                                                                                                                                                                                              |                                                                                                                                      |
| <b>PHYSICAL DEMANDS:</b><br>Must possess and maintain sufficient strength, agility, endurance, and sensory ability to perform the duties contained in this duty statement.                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                      |
| <b>TYPICAL WORKING CONDITIONS:</b><br>On-going interaction with individuals with developmental disabilities and severe psychiatric and behavioral conditions. Potential exposure to communicable diseases, blood-borne pathogens, medicinal preparations, and other conditions common to a clinical nursing environment. Must be able to travel to DDS locations throughout California, including state-operated facility location (Porterville Developmental Center). Travel may require overnight stays. |                                                                                                                                      |
| <b>STATEMENT OF UNDERSTANDING:</b><br>This duty statement including the essential duties and performance standards has been reviewed by undersigned. The employee's signature indicates his/her ability and willingness to fulfill the duties of this classification                                                                                                                                                                                                                                       |                                                                                                                                      |

**ESSENTIAL DUTIES**

**Maintain a safe and therapeutic environment, which ensures respect, dignity and protects privacy, rights, confidentiality and physical/emotional well-being of all individuals. This essential function shall be ongoing when performing the following duties:**

**50% Provides services to Canyon Spring residents, as assigned. Duties include:**

1. Provide comprehensive psychological services addressing a broad range of clinical and behavioral health topics. Utilize evidence-based interventions, including reading materials, worksheets, videos, and self-directed therapy modules. Clinical areas of focus may include, but not limited to assessments, suicidality, self-harm, risky behaviors, elopement, human trafficking, hospitalization, domestic violence, physical and sexual abuse, anger management, anxiety, depression, psychosis, social skills development, trauma, and deliberate foreign body ingestion.
2. Facilitate symptom management and skill-building in areas such as (but not limited to) coping strategies, social-emotional skills, effective communication, DBT or CBT interventions, relationship health, identifying values, subjective world views, music and emotions, self-esteem, identification of strengths and protective factors, accountability for behavior, feelings, and self-compassion.
3. Ensure all services are tailored to individual needs and delivered in accordance with professional standards and ethical guidelines.
4. Attend Planning Conferences as clinically indicated.
5. Assist with the development of long-range goals, skill task, psychological objectives and plans to enhance the individual's intellectual, emotional, and psycho/social needs.
6. Complete initial 30-day admission comprehensive assessment/report and document ongoing monthly progress notes, in a timely manner as specified in Canyon Springs Policy/Procedure.
7. Assess individual for therapeutic appropriateness and provide therapy as indicated.
8. Document progress notes of weekly observations and interactions with individual.
9. Provide training on psychological disorders and impact on behavioral concerns, as needed.
10. Complete ongoing yearly (or as needed) assessment for psychological services, court certification of harm to self and others reports and other court scales.

**20% Attends/participates in training. Work at various sites as needed to provide needed psychological services.**

1. Attend mandatory training, i.e., CPR, Emergency Response training, etc.
2. Provide training to staff/families to facilitate better understanding of psychological factors related to consumer needs such as Social Skill developments, anger management, development of insight to feelings/thoughts.
3. Attend staff and facility meetings.
4. Responsible for obtaining the required CEU's for license renewal.
5. May perform CPR and First Aid as needed.
6. Provide debriefing services following emergencies or other traumatic events as needed or requested.
7. May be reassigned to other residences, programs, or projects to meet legitimate operational needs.
8. May be required to work extended hours as needed to provide psychological services.

**20% Provides clinical consultation to facility staff on behavior management and individual programing and serve as a facility expert and consultant in psychological services for individuals with I/DD and co-occurring behavioral and mental health needs. This includes:**

1. Assist in the development and maintenance of facility quality assurance systems, monitor and ensure the implementation of behavioral & psychological programming and provide expertise in research methodology, evaluation, program design, data collection and statistical analysis.
2. Evaluate and make recommendations on facility on behavior support policies, procedures and practices and make recommendations on and coordinate the revision of those policies and procedures.
3. Provide expertise, consultation and assistance in the development and implementation of individual training and overall rehabilitation services and provide staff training in areas such as data collection, functional assessment, positive behavioral & psychological support and dual diagnoses.
4. Review and make recommendations of facility restrictive intervention utilization and reduction plans; work with facility staff to develop standardized procedures for monitoring and data collection.
5. Participate in the development, analysis, revision, interpretation and implementation of regulations, standards and proposed legislation related to behavior & psychological management.
6. Provide consultation and direction in the development and provision of staff development and other programs and provide assistance and consultation in Qualifications Appraisal Panels (QAP), recruitment/retention, hiring, licensure, privilege and other professional issues.

**10% Other duties include:**

1. Licensed psychologist may provide supervision to psychology practicum student or intern.
  - a. Assist practicum student or intern on Research/Dissertation
2. May work with community groups, agencies, or facilities to develop supportive resources.
3. Participate in committees and other meetings.
4. May participate in interviews for selection of personnel.
5. Staff psychologist may be required to participate in Statewide Clinical Services.

**Note: Percentages may vary based on operational needs.**

**DESIRABLE QUALIFICATIONS:**

Knowledge of: Cultural sensitivity, positive behavioral support, trauma-informed care, coaching skills training, and person-centered practices. Empathetic understanding of individuals with intellectual/developmental disabilities, navigating situations with tact, patience, alertness, and emotional stability.

Ability to: Work with individuals with intellectual/developmental disabilities and severe behavioral conditions, including aggression, self-injurious behavior, and psychiatric symptoms. Possess and maintain sufficient strength, agility, and endurance to perform during physical, mental, and emotional stressful situations, encountered on this job and in the duties contained in this duty statement.

**LICENSE, CERTIFICATION AND/OR TRAINING:** Possession of 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. As a licensed professional, you are required to maintain a valid license and are expected to comply with the rules of professional conduct within your licensure at all times. Must have a valid driver's license and identification card.

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Employee Name  
(Print)

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Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name  
(Print)

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Supervisor Signature

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Date