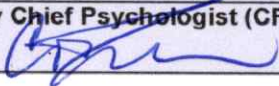


**DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS – COALINGA**

CLASSIFICATION: PSYCHOLOGIST (TELEPSYCHOLOGY) (HEALTH FACILITY-CLINICAL-SAFETY)	
Approved by Chief Psychologist (CF) – Cory Fulton Signature: 	Date Approved: 2.3.26

1. **MAJOR TASKS, DUTIES AND RESPONSIBILITIES:** This consolidated series specification describes classes used by the Department of Developmental Services, Department of Mental Health, or at correctional facilities or psychiatric outpatient clinics contracting with the Department of Mental Health for diagnostic and treatment services, which are concerned with providing psychological services in a health facility for forensic clients, patients, or inmates who are developmentally or mentally disordered offenders. Specific classes have been established for the following specialties:

Persons in this series of specialty classes apply psychological knowledge and techniques to the problems of developmentally or mentally disordered offenders. The psychological aspects of mental disability, its alleviation, change, and study.

40% TREATMENT PLANNING AND PSYCHOTHERAPY:

- Develop individualized treatment plans in collaboration with multidisciplinary team members, identifying measurable goals and interventions.
- Provide psychotherapy using evidence-based approaches (e.g., CBT, ACT, trauma-focused modalities) through HIPAA-compliant telehealth systems.
- Conduct ongoing evaluation of treatment effectiveness and adjust plans accordingly.
- Offer clinical consultation, crisis assessment, and intervention within telehealth parameters when indicated.
- Support patient skill-building and recovery consistent with the Wellness and Recovery Model and state-mandated standards of care.

30% PSYCHOLOGICAL ASSESSMENT:

- Conduct comprehensive psychological evaluations of clients served via secure telehealth platforms in compliance with state and federal standards.
- Administer and interpret psychological, cognitive, academic, adaptive, and personality assessments through approved digital or remote methods.

- Prepare integrated, timely, and clinically relevant reports that address diagnostic formulation, treatment planning, and functional implications.
- Communicate findings and recommendations effectively to patients, treatment team members, and referral sources.
- Maintain compliance with the California Board of Psychology's regulations, Department of State Hospitals (DSH) telehealth policy, and APA's *Guidelines for the Practice of Telepsychology*.

20% INTERDISCIPLINARY COORDINATION AND CONSULTATION:

- Serve as an active member of the interdisciplinary treatment team.
- Participate in case conferences, treatment planning meetings, and review committees to coordinate comprehensive care.
- Provide consultation to clinical and administrative staff regarding psychological assessment, diagnosis, and behavioral intervention.
- Assist with training and onboarding of staff and interns related to telepsychology practice, ethical standards, and digital service delivery.

5% PROFESSIONAL RESPONSIBILITIES:

- Complete all clinical documentation, progress notes, and reports within the required timeframes and according to departmental policy.
- Maintain professional competence through continuing professional development, including areas of telehealth practice, ethics, and technology use.
- Adhere to all relevant laws, ethical standards, and department policies governing telehealth service delivery, confidentiality, and digital data security.
- Contribute to continuous quality improvement and telehealth process evaluation initiatives.

5% ADMINISTRATIVE AND PROGRAM DEVELOPMENT:

- Participate in the development, implementation, and evaluation of telehealth service models within the department.
- Provide input on telepsychology workflows, technology integration, and accessibility strategies.
- Support data collection and outcome measurement to improve service quality, patient engagement, and operational efficiency.

2. SUPERVISING RECEIVED:

Senior Psychologist (Supervisor) and in accordance with State of California regulations governing telehealth practice.

3. SUPERVISION EXERCISED:

Qualified, licensed Psychologists may clinically supervise postdoctoral fellows, predoctoral interns, or psychological associates consistent with the California Board of Psychology regulations and departmental policies on telehealth clinically supervision.

4. 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; and community organization and allied professional services.

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; and communicate effectively.

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 therapeutic strategy intervention (TSI).

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: Adherence to Risk Need Responsivity (RNR) principles; Self-Regulation and Better Lives Integrated Models. Knowledge of the SVP Act and the commitment process, wellness and recovery model, and conditional release placement processes. Demonstrates the ability to develop and implement behavioral guidelines, facilitate sex offender Psychoeducational and Process psychotherapy groups using cognitive behavioral principles, provide coaching on self-regulations techniques.

- **OBSERVATION AND DOCUMENTATION:** Ability to provide accurate and complete reports and documentation in accordance with professional standards, hospital documentation policies, and State guidelines.
- **ASSESSMENTS:** Ability to provide psychological assessments that are completed timely and address the required specificity of content.

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.
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