

DUTY STATEMENT

CDCR INSTITUTION OR DEPARTMENT California Correctional Health Care Services		POSITION NUMBER (Agency – Unit – Class – Serial) 065-923-9287-003				
UNIT NAME AND CITY LOCATED Statewide Mental Health Program, Elk Grove		CLASSIFICATION TITLE Senior Psychologist, Specialist				
		WORKING TITLE				
		COI Yes ☒ No ☐	WORK WEEK GROUP E	CBID R19	TENURE P	TIME BASE FT
SCHEDULE (Telework may be available): ____ AM to ____ PM. (Approximate only for FLSA exempt classifications)		SPECIFIC LOCATION ASSIGNED TO 8220 Longleaf Drive, Elk Grove, CA 95758				
INCUMBENT (If known)		EFFECTIVE DATE				
California Department of Corrections and Rehabilitation (CDCR) and California Correctional Health Care Services (CCHCS) are committed to transforming the correctional landscape to create safer, more professional, and more fulfilling environments for our employees, the incarcerated population, and those supervised in our communities. Through systemwide improvements grounded in proven and emerging practices, we aim to strengthen rehabilitation, enhance workplace satisfaction, and support successful reentry into the community through our institutions, parole, and community partnerships. Our shared mission is to promote safety, wellness, and human dignity while fostering positive change for all those who live and work within our institutions and communities. CDCR and CCHCS are committed to building an inclusive respectful workplace. We are determined to attract and hire candidates from all communities and empower employees from a variety of backgrounds, perspectives, and personal experiences. We are proud to foster inclusion and drive collaborative efforts at all levels of the Department. Across our organization, our programs work cooperatively to provide the highest level of health care possible to a diverse correctional population. We encourage creativity and ingenuity while treating others fairly, honestly, and with respect, all of which are critical to the success of the CDCR and CCHCS mission.						
PRIMARY DOMAIN:						
Under the general direction of the Chief Psychologist, Clinical Support and Suicide Prevention and in coordination with the Regional Mental Health Administrators, Statewide Mental Health Program (SMHP) the Senior Psychologist, Specialist, will provide clinical support, data analysis, and review of suicide prevention and response practices for institutions within their assigned region. Travel is required.						
% 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 addition sheet if necessary)					
	ESSENTIAL FUNCTIONS					
40%	Assists with ongoing suicide prevention improvements at institutions to include involvement in all self-monitoring and external monitoring findings and subsequent Corrective Action Plans. Attends and participates in institution auditing, monitoring, and site tours. Consults and reviews documentation submitted to headquarters for stakeholders. Develops written quality improvement reports for assigned institutions. Serves as a subject matter expert to departmental administrators and consult with training presenters, colleges, subject matter experts and other staff in areas relating to suicide prevention. Participates in workgroups and committees as needed. Attends regional and SMHP headquarters meetings. Develops best practices regarding Suicide Prevention. Review and coordinate various suicide prevention practices, including Local Operating Procedures, documentation concerning trends and patterns in quality improvement plans. Provides guidance and assistance to the local Suicide Prevention and Response Focused Improvement Team (SPRFIT)					

35% 15% 10%	regarding best practices. Serves as a subject matter expert to departmental administrators and consults with training presenters, colleges, subject matter experts and other staff in areas relating to suicide prevention. Participates in workgroups and committees as needed. Interacts with Coleman court monitors, plaintiff's attorneys and other stakeholders. Remains current on issues related to suicide prevention, both from a clinical, mental health perspective and custodial perspective. Collaborates with clinical, administrative and custody staff to implement suicide prevention practices in these areas. Assists mental health staff and clinical staff implementing suicide prevention and response procedures. As a subject matter expert, provides guidance and assistances to all staff in establishing best practices to prevent and reduce self-harm risks to patients. Conducts suicide case reviews, including on-site reviews at various institutions, coordinating with institution staff in data gathering, review of relevant custodial, health care and other records, conducts interviews with staff, inmates and family members, coordinates with nurse, medical and custody reviewers to complete written reports of findings. Travel required. Other related duties as required.
	KNOWLEDGE AND ABILITIES <i>Knowledge of:</i> 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; forensic psychology; 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. <i>Ability to:</i> 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. 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 PHYSICAL CHARACTERISTICS Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.

	SPECIAL PERSONAL CHARACTERISTICS Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; scientific and professional integrity; emotional stability; patience; alertness; tact; and keenness of observation. • 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>I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE</i>		
SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
EMPLOYEE'S STATEMENT: <i>I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT</i>		
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 of relief, to equalize peak work periods or otherwise balance the workload.		
EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE