

**DUTY STATEMENT**

DS 3022 (09/2026)

**DEPARTMENT OF DEVELOPMENTAL SERVICES  
STATEWIDE CLINICAL SERVICES DIVISION  
STATE OPERATED FACILITIES BRANCH**

**DUTY STATEMENT**

**JOB TITLE:** SR PSYCHOLOGIST (SUPV)**POSITION #:** 472-584-9831-001**WORKING TITLE:****EMPLOYEE:**

**POSITION DESCRIPTION:** As a member of the State-Operated Facilities (SOF) Branch, the Senior Supervising Psychologist will provide oversight of psychological services at Stabilization Training Assistance and Reintegration (STAR) homes, Crisis Assessment Stabilization and Training (CAST) mobile crisis services, and Canyon Springs.

**SUPERVISION EXERCISED:** Senior Psychologist Specialist; Clinical Supervision to psychologists, social workers, and psychologist internship and practicum students.

**SUPERVISION RECEIVED:** The Senior Psychologist functions under the general direction of, and is responsible to the Branch Chief of State-Operated Facilities Branch.

**EXAMPLES OF DUTIES:**Essential Job Functions:

- 35% Psychology Services Leadership and Supervision; plans, organizes, directs, and evaluates psychology services for the SOF facilities. Provides administrative supervision to Senior Psychologist Specialist and clinical supervision to assigned licensed psychologists, unlicensed psychologists, psychology trainees and interns, and other assigned staff. Establishes work priorities; assigns and reviews work; provides consultation, coaching, performance feedback, and professional development; completes probationary reports and performance appraisals; and addresses performance, attendance, and conduct issues in consultation with management and Human Resources, as appropriate. Ensures services are clinically appropriate, person-centered, trauma-informed, culturally responsive, and aligned with applicable laws, regulations, departmental policy, professional standards, and facility needs.
- 25% Review and evaluate incoming STAR and CAST referrals to assess the acuity of crisis situations and determine prioritization for STAR program assessments and admissions. Facilitate STAR transition meetings to ensure continuity of care and smooth client integration into appropriate services. Provide consultation on complex or challenging clinical cases, offering guidance to interdisciplinary team members.

Provide ongoing clinical support, such as case review, treatment planning input, and mentorship to staff to promote high-quality, evidence-based care.

- 25% Consultation and Behavioral-Clinical Program Leadership; Provides psychological and behavioral-clinical consultation to executive management, interdisciplinary teams (IDTs), individuals, and the community. Participates in the identification and resolution of facility-wide clinical, behavioral, and operational issues; assists in developing, implementing, and monitoring corrective-action plans; and provides recommendations regarding behavior-support services, clinical risk, use of restrictive interventions, restraint use, and other complex behavioral-mental health matters. Quarterly analyzes clinical and operational data- including behavioral incidents, injury patterns, restraint and emergency-intervention use, and other quality indicators- to identify trends, evaluate outcomes, and recommend improvements. Provides consultation to promote effective, ethical, least restrictive, and person-centered behavioral supports.
- 10% Serves as Chair, co-chair, or designated psychology representative for the Human Rights Committee (HRC) at Canyon Springs and Complex Needs.

Marginal Job Functions:

- 5% Completes required administrative activities, including reports, correspondence, timekeeping approvals, records review, workload tracking, and responses to internal and external requests for information. Maintains licensure and completes required continuing education and mandatory departmental training. Participates in professional meetings, emergency-response activities, special projects, recruitment and interview panels, and cross-functional workgroups. Performs other job-related duties as assigned within the scope of the classification.

**WORKING CONDITIONS:** On-going interaction with individuals. Potential exposure to communicable diseases, blood-borne pathogens, medicinal preparations, and other conditions common to a clinical nursing environment.

**DESIRABLE QUALIFICATIONS:**

Knowledge of:

Knowledge of principles, techniques, and trends in clinical psychology, with particular emphasis on intellectual and developmental disabilities, co-occurring behavioral-health needs, and behavior-support services; functional behavioral assessment, positive behavior support, behavior-intervention planning, and methods for assessment and modification of human behavior; person-centered, trauma-informed, culturally responsive, and least-restrictive practices in serving people with developmental disabilities; clinical, ethical, and human-rights considerations related to restrictive

interventions, psychotropic medications, informed consent, and risk management; interdisciplinary treatment planning and the respective roles of psychology, psychiatry, nursing, medicine, social work, direct-support staff, and other allied disciplines; principles and practices of personnel management, supervision, employee development, performance management, and creating an inclusive workplace free from discrimination and harassment; quality-improvement methods, program evaluation, data analysis, outcome measurement, and use of data to guide clinical and operational decisions; applicable federal and State laws, regulations, departmental policies, and professional standards governing services to individuals with developmental disabilities.

Ability to:

Ability to provide effective clinical and administrative leadership to a psychology program and multidisciplinary team; supervise, coach, develop, and evaluate licensed and unlicensed professional staff while maintaining clear expectations, accountability, and respectful working relationships; analyze complex clinical, behavioral, ethical, and operational issues; exercise sound professional judgment; and make timely, defensible recommendations; communicate complex clinical information clearly and respectfully to individuals, families, IDTs, executive leadership, and communities; balance safety, individual rights, dignity, choice, and least-restrictive alternatives when evaluating behavioral and clinical interventions; build collaborative relationships with individuals receiving services, families, advocates, staff, management, and community partners; prepare clear, concise, and timely reports, correspondence, policies, training materials, and clinical or administrative recommendations; use data, trend analyses, and program-evaluation findings to identify systemic concerns and improve services; maintain scientific and professional integrity, tact, patience, emotional stability, cultural humility, and discretion when working with sensitive and high-risk matters; adapt to changing priorities, manage multiple assignments, and perform effectively in a fast-paced clinical environment.

**CERTIFICATION OR LICENSE:** 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 meeting the criteria of Section 2914 of the Medical Board of California's Business and Professions Code.

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Employee Name  
(Print)

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Employee Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

**JOB TITLE:** SENIOR PSYCHOLOGIST (SUPV)**POSITION #:** 472-584-9831-001

Employee and Supervisor acknowledge that by signing this Duty Statement that they have discussed and agree to the expectations of the position.