DUTY STATEMENT

CDCR INSTITUTION OR DEPARTMENT	POSITION NUMBER (Agency – Unit – Class – Serial)
California Correctional Health Care Services	042-521-9269-008
UNIT NAME AND CITY LOCATED Medical Services, ISUDT/Complex Care Programs - ISUDT	CLASSIFICATION TITLE Physician and Surgeon – Correctional Facility WORKING TITLE Physician and Surgeon – Correctional Facility

COI	WORK WEEK GROUP	CBID	TENURE	TIME BASE
Yes ☐ No ☒	SE	R16	P	FT

SCHEDULE (WORKING DAYS AND WORKING HOURS) a.m. to p.m. (Approximate only for FLSA exempt classifications)	SPECIFIC LOCATION ASSIGNED TO Elk Grove Diamond Bar Rancho Cucamonga Santa Ana
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 Physician and Surgeon, the Physician and Surgeon (P&S) will serve as a subject matter expert (SME) in treatment of patients within the Integrated Substance Use Disorders Treatment (ISUDT) program, evaluate and treat patients with opiate and alcohol use disorders and assist in the development of a statewide addiction medicine program that prepares primary care providers to evaluate, refer and treat patients with substance use disorders (SUD). On-call duties and occasional travel to institutions and community health care organizations 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
60%	Evaluates patients with SUD applying diagnostic criteria and determining eligibility for medication assisted treatment (MAT), refers patients to SUD Treatment programs and other specialty areas as necessary, prescribes medications to treat SUD when applicable, and provides education to patients with opiate use and other SUD via telehealth and onsite. Orders and reviews diagnostic studies and documents care in the Electronic Health Record System (EHRS).
25%	Provides consultation, communicates, advises and collaborates with primary care providers and

10%	other clinicians in the medical care of patients with SUD, especially in the context of hepatitis C, pain treatments, MAT and other care management complexities. Evaluates patients for alternative MAT agents, advises on appropriate treatment strategies, and follows/collaborates with patients identified as having complex needs. Orders alternative MAT agents as needed and co-manages all patients on alternative MAT agents. Serves as a SME to develop comprehensive evidence-based clinical guidelines and continuing medical education courses related to managing the medical aspects of SUD and MAT. Delivers education and training to medical providers and learners related to SUD and MAT. Assists with the design of documentation and decision support within the EHRS and in other clinical tools as it relates to SUD and MAT. Participates in peer review and quality improvement activities related to SUD and MAT statewide. Participates in statewide committees including but not limited to Clinical Guidelines, Continuing Education, Pharmacy and Therapeutics and workgroups. On-call duties and occasional travel to institutions and community health care organizations required. Performs other duties as directed.
5%	
	KNOWLEDGE AND ABILITIES *Knowledge of:* Methods and principles of internal or family medicine and skill in their application; methods and principles of surgery and skill in their application; recent developments in internal or family medicine and surgery; hospital organization and procedure; psychiatric social work, physical therapy, and the various rehabilitation therapies; and methods of diagnosing and treating mental disorders. *Ability to:* Examine, diagnose, and treat physical and mental disorders; interpret laboratory analyses and x-rays; direct the work of ancillary medical personnel; instruct in the principles and practices of general medicine and surgery; prepare and supervise the preparation of case histories; and analyze situations accurately and adopt an effective course of action. **DESIRABLE QUALIFICATIONS** Perform appropriate procedures within the P&S scope of practice and be willing to mentor and assist in training other medical staff. The ability to effectively use Telemedicine equipment and to competently work within the EHRS. A minimum of 3 years of extensive experience treating addictions (within the last 5 years). Addiction medicine boarded or board eligible with plans to attain board certification within 1 year of hire. **LICENSE REQUIREMENTS** Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. **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 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 or youthful offenders. SPECIAL PERSONAL CHARACTERISTICS • 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. Empathetic understanding of patients in a State correctional facility or clinic; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; and emotional stability.

SUPERVISOR'S STATEMENT: ***I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE***		
SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE

EMPLOYEE'S STATEMENT: ***I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT***		
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