DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS – COALINGA

CLASSIFICATION: CLINICAL PSYCHOLOGY INTERN	
Approved by Dr. Layalle for Dr. Withrow, Medical Director **Signature:**	**Date Approved:** 9/2/15

1. **MAJOR TASKS, DUTIES AND RESPONSIBILITIES:** The class of Clinical Psychology Intern is a training class established to provide limited term employment offering supervised experience in clinical psychology.

The Clinical Psychology Intern is an individual who is currently enrolled in a doctoral program in clinical psychology at a recognized university or professional school. The clinical psychology internship provides the final required year of applied clinical service in psychology training.

As an Affiliate Member of the Coalinga State Hospital Psychology Service, the Clinical Psychology Intern adheres to the following: Psychology Service Rules and Regulations; Medical Staff Bylaws; Administrative Directives, and all Coalinga State Hospital policies and procedures. The Clinical Psychology Intern aspires to the highest standards of the profession through efforts to practice in accordance with the American Psychological Association's Ethical Guidelines, Specialty Guidelines, and Standards for Providers of Psychological Services. The Clinical Psychology Intern familiarizes herself/himself with, and conforms psychology practices to the laws and regulations governing the practice of psychology in the state of California.

During the course of training, the Clinical Psychology Intern is expected to develop the skills and expertise required of the journeyman level clinical psychologist, with some specialized skills in the area of forensic psychology and treatment of the severely mentally ill. The internship is a training program, whereas the Clinical Psychology Intern is not privileged to practice independently within Coalinga State Hospital. All direct psychological services are provided under the supervision, hospital privileges, and professional license of a Staff Psychologist (Health Facility Clinical). All written work products, including reports, consultation, and progress notes are countersigned by the licensed psychologist who provided clinical supervision for that work.

Within these guidelines, the Clinical Psychology Intern is assigned duties that include, but are not limited to the following:

40% Psychological Evaluation and Assessment. The intern becomes familiar with interview techniques and the psychological evaluation report, the administration and interpretation of a group assessment battery and a variety of individual psychodiagnostic techniques,

including projective techniques and neuropsychological assessments, and the writing of a psychological assessment report.

35% Individual and Group Psychotherapy. As co-therapist and supervised therapist, the intern conducts individual and group psychotherapy with hospitalized patients, adding and refining skills required of a psychotherapist. The intern prepares, with the supervisor, progress reports for the medical record.

10% Psy Psychology Services Professional Staff and Hospital Consultant Lectures. The intern participates as an Affiliate Member in the professional meetings of the Psychology Services Staff, gaining experience with professional issues including quality improvement audits, ethics and current mental health concerns. The intern attends lectures and workshops as arranged during the year and sponsored by the hospital.

10% Psychology Seminars. The intern attends three weekly seminars conducted by the psychology staff. The intern presents case material and gains expertise in a wide variety of professional topics that are included in didactic lectures as well as in the clinical discussions.

5% Interdisciplinary Team Staffing and Consultation. Under supervision, the intern attends select patient staffing and unit team meetings to develop skills in consultation and staff decisions regarding patient disposition and court referrals for community outpatient care. The intern will become familiar with the writing of court reports and other forensic procedures, including court hearings.

2. SUPERVISING RECEIVED:

The Clinical Psychology Intern works under the clinical direction of the Senior Psychologist (Health Facility) (Specialist) - Psychology Internship Director and administratively supervised by the Chief Psychologist, Correctional Facility.

3. SUPERVISION EXERCISED:

None

4. KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF: The basic principles and techniques of clinical psychology.

ABILTITY TO: Reason clearly and logically, draw sound conclusions and make appropriate recommendations; apply instructions to working situations; gather

and analyze data; establish and maintain effective working relationships; 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 management of assaultive behavior.

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 incompliance with HIPAA and all other applicable privacy laws.

SITE SPECIFIC COMPETENCIES: None

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 – 2 – 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