



## **Staff Psychiatrist (Safety)**

**Exam Code: 8MHBC**

**Administering Department:** Department of State Hospitals

**Exam Type:** Open – Spot

**Final Filing Date:** Continuous

**Class Code:** 7619

### **CLASSIFICATION DETAILS**

**Staff Psychiatrist (Safety) – Range U: \$21,681 – \$25,982 per month**  
**Range V: \$22,248 – \$26,726 per month**

Salary updated as of: July 1, 2021

[View the classification specification](#)

### **APPLICATION INSTRUCTIONS**

**Final Filing Date: Continuous**

Applications are accepted on a continuous basis. The cut-off-dates are every Friday. All completed applications submitted by each cut-off-date will be processed for that administration.

Note: Applications may be processed on a flow basis prior to the cut-off-date to meet the hiring needs of the department.

Dates printed on envelopes by mobile barcodes or equivalent mobile print technology are not acceptable proof of the date the application and any other required documents or materials were filed.

## Who Should Apply:

Applicants who meet the Minimum Qualifications as stated on this bulletin may apply for and take this examination. Once you have taken this examination, you may not retake it for **12** months.

Unless otherwise stated on this bulletin, you must meet the Minimum Qualifications by the Final Filing Date or cut-off-date stated above.

## How to Apply:

Applicants are required to submit an [Examination Application \(STD 678\)](#), found at [www.calcareers.ca.gov](http://www.calcareers.ca.gov), either by mail, in person, or via email to the address listed below.

**Note: A separate Job Application may be required to be submitted for job advertisements when applying for a vacant position.**

Indicate the Classification on your Examination Application (STD 678).

You may apply by mail, in person, or via email to:

**DEPARTMENT OF STATE HOSPITALS – NAPA  
EXAM-HIRING UNIT  
2100 NAPA-VALLEJO HIGHWAY  
NAPA, CA 94558-6293  
(707) 253-5634 / TTY/TDD (800) 735-2929  
[NSHEmployment@dsh.ca.gov](mailto:NSHEmployment@dsh.ca.gov)**

TTY/TDD is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY/TDD Device.

In person hours: Monday through Friday, 8am to 5pm (excluding State holidays)

## Special Testing Arrangements:

If you require assistance or alternative testing arrangements due to a disability, please contact the testing department listed in the Contact Information section of this bulletin.

## MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs, regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

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Possession of the legal requirements for the practice of medicine in California as determined by the California Board of Medical Quality Assurance or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the California Board of Medical Quality Assurance or the California Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

## **And**

One year of experience in the practice of psychiatry or completion of one year of an approved residency in psychiatry.

## **SPECIAL PERSONAL CHARACTERISTICS**

Willingness to work at developmental centers, State hospitals, or correctional facilities contracting with the Department of Mental Health for diagnostic and treatment services; demonstrated leadership ability; sympathetic and objective understanding of the problems of developmentally or mentally disordered offenders; tact; patience; and emotional stability.

## **SPECIAL PHYSICAL CHARACTERISTICS**

Incumbents must possess and maintain sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering their own health and well-being or that of their fellow employees, forensic clients, patients, inmates, or the public.

## **DRUG TESTING REQUIREMENTS**

Applicants for positions in this class are required to pass a drug- screening test. (The drug-screening test will be waived for employees who are currently in a designated "sensitive" class for which drug testing is required under State Personnel Board Rule 213.)

## **POSITION DESCRIPTION**

Under general directions, to perform responsible psychiatric work in a State developmental center or hospital or in a review, evaluation, or consultative capacity; and to do other related work.

## **EXAMINATION SCOPE**

This examination consists of the following components:

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**This examination may consist of a Qualifications Appraisal Panel (QAP) interview weighted 100%**

In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. ***Candidates who do not appear for the interview will be disqualified.***

If conditions warrant, this examination may utilize an evaluation of each candidate's education and experience compared to a standard developed from the class specification. It is important that each candidate provide details and completely fill out their application. List all experience relevant to the "Minimum Qualifications" for admittance to the examination shown on this announcement.

**Exam Considerations for Education and Experience:**

1. The breadth, quality, and length of time of the education and experience.
2. The relevance of the education and experience to the qualifications of the classifications.
3. The degree to which the competitor's total education and work history represent suitable preparation to successfully perform the duties and tasks of the class.

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant's:

**Knowledge of:**

1. Principles and methods of psychiatry, general medicine, and surgery, and skill in their application.
2. Current developments in the field of psychiatry.
3. Mental hospital organization and procedures.
4. Principles and application of psychiatry social work, clinical psychology, physical therapy, various rehabilitation therapies, and other ancillary medical services.
5. Principles and techniques of psychiatric research.
6. Principles and practices of effective supervision and directing the work of others.

**Ability to:**

1. Direct the work of others.
2. Instruct in the principles and practices of psychiatry.
3. Interpret laboratory analysis and x-rays.
4. Prepare and supervise the preparation of case histories and the keeping of hospital records.
5. Analyze situations accurately and take effective action.

**ELIGIBLE LIST INFORMATION**

A Departmental, Open – Spot eligible list for the **Staff Psychiatrist (Safety)** classification will be established for:

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## **Department of State Hospitals – Napa**

The names of **successful** competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires **12 months** after it is established unless the needs of the department warrant a change in this period. After eligibility expires applicants must retake the examination to reestablish eligibility.

Veterans' Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veterans' status is verified by the California Department of Human Resources (CalHR). Information on this program and the Veterans' Preference Application (Std. form 1093) is available online at the following website:

<https://www.jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx>

Additional information on veteran benefits is available at the Department of Veterans Affairs.

Career credits are not granted for examinations administered on an Open or Promotional basis.

## **TESTING DEPARTMENTS**

Department of State Hospitals – Napa

## **CONTACT INFORMATION**

Questions relating to this exam should be directed to:

**DEPARTMENT OF STATE HOSPITALS – NAPA**  
**EXAM-HIRING UNIT**  
**MONDAY THROUGH FRIDAY, 8AM TO 5PM (EXCLUDING STATE HOLIDAYS)**  
**PHONE: (707) 253-5634 / TTY/TDD (800) 735-2929**

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## **EQUAL OPPORTUNITY EMPLOYER**

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital

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status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.

## **DRUG-FREE STATEMENT**

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

## **GENERAL INFORMATION**

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your CalCareer Account at the following website:

<http://www.CalCareers.ca.gov/>

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The Department of State Hospitals reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. This examination may be canceled by the Department of State Hospitals at any time prior to the establishment of the employment list. Such revision or cancellation will be in accordance with civil service laws and rules and all applicants will be notified.

**General Qualifications:** Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must

be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

High School Equivalence: Equivalence to completion of the 12<sup>th</sup> grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the competitor is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.