SALARY AND BENEFIT INFORMATION

Currently, as of July 1, 2018: **$23,948 - $29,682 per month**

Salary for Division of Health Care Services (DHCS), Adult Institutions, Division of Juvenile Justice, Parole Outpatient Clinics, Board of Parole Hearings, and Third Day Visiting Program.

For a summary of benefits, visit the California Department of Human Resources at: [www.calhr.ca.gov/employees/pages/salary-and-benefits.aspx](http://www.calhr.ca.gov/employees/pages/salary-and-benefits.aspx)

POSITION INFORMATION

Positions currently exist statewide with the DHCS, California Department of Corrections and Rehabilitation (CDCR).

A Chief Psychiatrist, Correctional and Rehabilitative Services (Safety), under general direction in a State correctional facility or headquarters in the DHCS, CDCR, either (1) in a diagnostic or outpatient clinic plans and directs the preventive and corrective psychiatric work with offenders; or (2) plans and directs the psychiatric and mental health services programs in a correctional institution; or (3) in headquarters, has statewide responsibility for the Department's mental health program in such areas as program development, planning, standards, and evaluation; maintains order and supervises the conduct of inmates or youthful offenders; protects and maintains the safety of persons and property; and does other related work.

REQUIREMENTS FOR ADMITTANCE INTO THE EXAMINATION

Applicants are responsible to make sure they meet the Minimum Qualifications (as stated below) as of the date the examination is taken. Applicants’ signature on the application indicates they have read, understood, and possess the basic qualifications required.
MINIMUM QUALIFICATIONS

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. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the 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

Either I
Possession of a valid certificate in psychiatry issued by the American Board of Psychiatry and Neurology or the American Osteopathic Board of Neurology and Psychiatry. And

Two years of post-residency experience as a psychiatrist in a correctional facility, or in a psychiatric inpatient or outpatient setting.

Or II
Satisfactorily completed specialized training requirements in psychiatry in programs that are accredited by the Accreditation Council for Graduate Medical Education (ACGME), or Bureau of Osteopathic Education of the American Osteopathic Association (AOA), or certified by the royal College of Physicians and Surgeons of Canada.

Two patterns of training are acceptable:

Either I
Completion of a four-year residency training program in psychiatry accredited by the ACGME or Bureau of Osteopathic Education of the AOA. (Exception: Any applicant who completed a residency program in psychiatry that was accredited by the ACGME, or Bureau of Osteopathic Education of the AOA, or certified by the royal College of Physicians and Surgeons of Canada at the time the applicant completed the residency will qualify under the pattern of training upon Department of Corrections and Rehabilitation verification that all residency requirements were successfully completed, and if all other requirements were successfully completed, and if all other requirements are met.) And

Two years of post-residency experience as a psychiatrist in a correctional facility, or in a psychiatric inpatient or outpatient setting.

Or II
A. Completion of a broad-based clinical year of ACGME or Bureau of Osteopathic Education of the AOA-accredited training program in internal medicine, family medicine, or pediatrics; or an ACGME or Bureau of Osteopathic Education of the AOA-accredited transitional year program that included a minimum of four months of primary care; Or
B. An ACGME or Bureau of Osteopathic Education of the AOA-accredited residency in a clinical specialty requiring comprehensive and continuous patient care. And
MINIMUM QUALIFICATIONS (CONTINUED)

Three years of postgraduate, specialized residency training in an ACGME or Bureau of Osteopathic Education of the AOA-accredited psychiatry program. \textbf{And}

Two years of post-residency experience as a psychiatrist in a correctional facility, or in a psychiatric inpatient or outpatient setting.

\textbf{Special Personal Characteristics:} Empathetic understanding of patients of a State correctional facility and of the problems of the mentally ill, delinquency, and adult criminality; demonstrated leadership ability; willingness to work in a State correctional facility; emotional stability; alertness; keenness of observation; tact; and patience.

\textbf{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.

\textbf{Applicants possessing the required license/certificate at the time of application must show the number, title, and expiration date on their Examination Application (Std. Form 678).}

HOW TO APPLY AND TEST

Applicants are required to submit a State Application (Std. Form 678) for this examination either by mail, in person or via email to the addresses listed below. The Std. Form 678 can be found at \texttt{www.jobs.ca.gov}. Examination Services staff will screen each application. Applicants meeting the minimum qualifications will be sent the \textbf{Training and Experience (T&E) Evaluation} approximately 2-3 weeks from the date the application is received. \textbf{Applicants must indicate on the Std. Form 678 under “Explanations” how they would like to receive the T&E Evaluation (i.e., email or regular mail), if no method is identified on the Std. Form 678, the T&E Evaluation will be sent via regular mail.}

\textbf{By Mail}
CCHCS
Examination Services, Bldg. D1
P.O. Box 588500
Elk Grove, CA 95758

\textbf{In Person}
CCHCS
8280 Longleaf Drive
Suite 101 Drop Box
Elk Grove, CA 95758

\textbf{Via Email}
CPHCSSelectionServices@cdcr.ca.gov
HOW TO APPLY AND TEST (CONTINUED)

Only applications with an original signature will be accepted.

The testing period for this examination is six (6) months. Once you have taken the examination, you may not retest for six (6) months.

If you have a disability and need special testing arrangements, please contact the CCHCS’ Examination Services at (916) 691-5894 to make specific arrangements.

EXAMINATION SCOPE

This examination consists of a **T&E Evaluation weighted 100%**. The **T&E Evaluation** is designed to elicit a range of specific information regarding each applicant’s knowledge, skill, abilities, and potential to effectively perform the duties relative to the classification. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

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

**Knowledge of:**

1. Principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and developmentally disabled;
2. Modern methods and principles of general medicine and neurology and skill in their application;
3. Literature and recent developments in the field of psychiatry;
4. Principles and practices of clinical psychology and psychiatric social work;
5. Principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and developmentally disabled;
6. Modern methods and principles of general medicine and neurology and skill in their application;
7. Literature and recent developments in the field of psychiatry;
8. Principles and practices of clinical psychology and psychiatric social work;
9. Principles and techniques of social psychiatric research;
10. Modern techniques, practices, and trends in the correction and prevention of delinquency and criminality;
11. Principles of effective supervision and personnel management;
EXAMINATION SCOPE (CONTINUED)

Ability to:
1. Apply the principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and mental deficiency;
2. Coordinate, supervise, and evaluate the work of professional employees, and instruct and advise them in their work;
3. Coordinate, supervise, and evaluate the work of professional employees, and instruct and advise them in their work;
4. Establish and maintain cooperative relations with those contacted in the work;
5. Prepare clear and concise reports;
6. Communicate effectively.

ELIGIBLE LIST INFORMATION

The resulting eligible list will be established to fill vacancies within the DHCS, CDCR. Names of successful candidates are merged onto the list in order of final scores, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the list warrant a change in the period. Competitors must then retake the examination to re-establish list eligibility.

Veteran’s Preference will be awarded in this examination. All persons who successfully pass this examination, who qualify for, and have requested Veteran’s Preference will be placed in Rank 1 of the respective eligibility list, regardless of score. Career credits will not be granted in this examination.

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 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 workplace. 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.
Examination and/or Employment Application (STD 678) forms are available through your CalCareer Account via the website at www.jobs.ca.gov, local offices of the California Department of Human Resources, the Employment Development Department, the California Correctional Health Care Services, and the California Department of Corrections and Rehabilitation.

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement(s) does not assure a place on the eligible list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

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

CCHCS 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. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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, an investigation may be made of employment records and personal history, and fingerprinting may be required.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational 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 candidate 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 (high school is four years).

Veteran’s Preference: California law allows the granting of Veteran’s Preference to any veteran, widow, or widower of a veteran, or spouse of a 100% disabled veteran who achieves a passing score in any Open examination to be ranked in the top rank of the resulting eligibility list. Directions to apply for Veteran’s Preference are on the Veteran’s Preference Application (CalHR 1093) which is available from Department of Human Resources at jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx and the California Department of Veterans Affairs at www.calvet.ca.gov/home. Veteran’s Preference is not granted once a person achieves permanent civil service status.
For Current Examination Information, call or email (916) 691-5894 or 1-877-793-4473 or CPHCSSelectionServices@cdcr.ca.gov

California Relay Service for the Deaf or Hearing Impaired:
1-800-735-2929

This bulletin cancels and supersedes all previously issued bulletins.