



CALIFORNIA CORRECTIONAL HEALTH CARE SERVICES



California Department of State Hospitals

LICENSED VOCATIONAL NURSE (SAFETY)

Exam Code: 9RC14

Department: California Correctional Health Care Services
and Department of State Hospitals

Exam Type: Multi-Departmental, Open

Final Filing Date: Continuous

CLASSIFICATION DETAILS

Licensed Vocational Nurse (Safety) –

\$4,340 - \$5,432 per month – This salary range applies to employees within the Departments of State Hospitals, Developmental Services, and Veterans Affairs.

\$4,556 - \$5,706 per month – This salary range applies to incumbents appointed to the Department of State Hospitals (Stockton) and Adult Institutions and Division of Correctional Health Care Services **except** for at the following locations: San Quentin State Prison, Correctional Training Facility, and Salinas Valley State Prison.

\$5,116 - \$6,406 per month - This salary range applies to incumbents appointed to Adult Institutions and Division of Correctional Health Care Services **only** at the following locations: San Quentin State Prison, Correctional Training Facility, and Salinas Valley State Prison.

Effective July 1, 2020, in response to the economic crisis caused by the COVID-19 pandemic, the Personal Leave Program 2020 (PLP 2020) was implemented. PLP 2020 requires that each full-time employee receive a 9.23% reduction in pay in exchange for 16 hours PLP 2020 leave credits monthly through June 2022. Salaries do not reflect the recent changes.

View the [classification specification](#) for the Licensed Vocational Nurse (Safety) classification.

APPLICATION INSTRUCTIONS

Final Filing Date: Continuous

Cutoff Date: Online, 24/7

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 six (6) months.

How To Apply:

The link to connect to the Training and Experience Evaluation is located farther down on this bulletin in the "Taking the Examination" section.

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. 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.

MINIMUM QUALIFICATIONS

Licensed Vocational Nurse (Safety)

Possession of a valid, active license from the State of California to practice as a Licensed Vocational Nurse.

Special Personal Characteristics: Willingness to work at State correctional hospitals/facilities; demonstrated leadership ability; aptitude for working with forensic clients, patients, or inmates who are acutely ill, infirm, visually impaired, have an emotional disorder, or who are mentally or developmentally disordered offenders; and demonstrate emotional stability, patience, tact, and alertness.

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 compromising their own health and well-being or that of their fellow employees, forensic clients, patients, inmates, or the public.

Drug Testing Requirement: 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.)

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).

POSITION DESCRIPTION

Licensed Vocational Nurse (Safety)

A Licensed Vocational Nurse (Safety), under clinical direction of a registered nurse or physician and under assigned administrative supervision at a State correctional hospital/facility, in a program providing care to forensic clients, patients, or inmates, provide a basic level of general nursing care to forensic clients, patients, or inmates with mental, emotional, or developmental disabilities, or visually impaired, medically ill, or infirm-forensic clients, patients, inmates; and does other related work.

Positions exist statewide.

EXAMINATION SCOPE

This examination consists of the following components:

Training and Experience Evaluation – Weighted 100% of the final score.

The examination will consist solely of a **Training and Experience Evaluation**. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the Training and Experience Evaluation process.

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

Knowledge of:

1. Fundamentals of nursing care, including medication administration;
2. General nursing procedures and techniques involved in the forensic client/patient/inmate care;
3. Principles used in caring for individuals who are immobile;
4. Medical terminology;
5. General hospital/facility routine and equipment.

Ability to:

1. Perform nursing procedures as regulated by licensure and certification;
2. Observe and document symptoms and behavior;
3. Maintain records and prepare reports;
4. Gain the interest, respect, and cooperation of forensic clients/patients/inmates;

5. Work effectively with forensic clients/patients/inmates and the interdisciplinary treatment team;
6. Function effectively in an emergency situation;
7. Practice universal precautions.

ELIGIBLE LIST INFORMATION

A multi-departmental, open eligible list for the Licensed Vocational Nurse (Safety) classification will be established for:

California Correctional Health Care Services Department of State Hospitals

The names of **successful** competitors will be merged onto the eligible list in order of final score regardless of examination date. Eligibility expires **12 months** after it is established. Applicants must then 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. Additional information on veteran benefits is available at the Department of Veterans Affairs.

EXAMINATION INFORMATION

[Preview the Training and Experience Evaluation](#)

PREPARING FOR THE EXAMINATION

Here is a list of suggested resources to have available prior to taking the examination.

Employment History: Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

Education: School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

Training: Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

TAKING THE EXAMINATION

Take the examination for the [Licensed Vocational Nurse \(Safety\)](#) classification.

TESTING DEPARTMENTS

California Correctional Health Care Services
Department of State Hospitals

CONTACT INFORMATION

If you have any technical or administrative questions concerning this examination bulletin, including provision of reasonable accommodation for this testing process, please contact:

California Correctional Health Care Services
Attn: Examination Services
8280 Longleaf Drive
Elk Grove, CA 95758

Phone: (916) 691-5894

Email: CPHCSSelectionServices@cdcr.ca.gov

California Relay Service: 7-1-1 (TTY and voice)

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

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 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. Form 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

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 California Correctional Health Care Services 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 revision 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 12th 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.

This bulletin cancels and supersedes all previously issued bulletins.