

EDITED TASK LISTING

CLASSIFICATION: Chief Psychologist

NOTE: Each position within this classification may perform some or all of these tasks.

Task Statements	
1.	Oversee law enforcement pre-employment psychological evaluations to ensure compliance and meet the current standards of practice using applicable federal/state laws, rules and regulations (e.g., Peace Officer Standards and Training [POST]/Correctional-Peace Officer Standards and Training [C-POST], California Code of Regulations, Government Codes, Penal Codes, etc.), as required.
2.	Oversee the review of detailed psychological reports of finding to ensure quality, timeliness and accuracy using applicable federal/state laws, rules and regulations, as required.
3.	Review the recommendations and decision making patterns of Psychologists and Contracted Psychologists based on psychological evaluations using computer analysis programs (e.g., Microsoft Excel, database applications, etc.), as needed.
4.	Oversee staff/contractors in the interpretation of test results to ensure compliance using applicable federal/state laws, rules and regulations, on an ongoing basis.
5.	Oversee staff/contractor decisions/findings regarding psychological evaluations to ensure compliance using applicable federal/state laws, rules and regulations, on an ongoing basis.
6.	Identify the need for additional specialized diagnostic evaluations to ensure justifiable/defensible psychological decisions using management of case consultations, as needed.
7.	Make professional determinations regarding the suitability of candidates for peace officer positions in the State civil service to ensure public safety using applicable federal/state laws, rules and regulations, on an ongoing basis.
8.	Train Psychologists who conduct clinical interviews in support of the California State's Psychological Screening Program (PSP) to ensure a qualified workforce using workshops, training seminars, consultation, continuous feedback, etc., on an ongoing basis.
9.	Oversee Psychologists who conduct clinical interviews in support of the California State's PSP to enhance quality of decisions using feedback, consultation, case conferences, etc., on an ongoing basis.
10.	Recruit external contract providers who conduct clinical interviews in support of the California State's PSP to provide program support and increase productivity using conferences, training seminars, references, etc., on an ongoing basis.
11.	Train external contract providers who conduct clinical interviews in support of the California State's PSP to ensure a qualified workforce using workshops, training seminars, consultation, continuous feedback, etc., on an ongoing basis.
12.	Oversee Psychologists in the preparation of expert testimony in hearing proceedings to represent hiring agencies using consultative techniques, as needed.

Tasks highlighted in bold text are not currently on the SPB classification specification

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13.	Oversee Psychologists in the presentation of expert testimony in hearing proceedings to ensure adequate defense of psychological decisions using supervision techniques, as needed.
14.	Oversee compliance with test publishers requirements to utilize psychological questionnaires as required by POST regulation 1955 using proctor instruction/monitoring (e.g., teaching presentations, preparation of test proctor manuals, site visits, etc.), as needed.
15.	Select psychological questionnaires to be utilized by the department to ensure the standards of practice and legal requirements are met using research, literature review and validation studies, on an ongoing basis.
16.	Oversee the determination of mental/emotional conditions and/or any personality traits/temperaments that may significantly impair a candidate's ability to carry out peace officer duties to comply with federal/state laws, rules and regulations using established screening criteria, on an ongoing basis.
17.	Coordinate the 90-day Dispute Resolution Process to ensure correct procedures are applied using applicable federal/state laws, rules and regulations, on an ongoing basis.
18.	Coordinate with the State Personnel Board regarding appeal hearings of disqualified candidates to ensure compliance using applicable federal/state laws, rules and regulations, on an ongoing basis.
19.	Review areas in research to update practice in PSP and ensure program validity using literature review, on an ongoing basis.
20.	Direct research related to psychological screening methodology as applicable to employment and selection to monitor/update the validity of programmatic policies/procedures using standard research techniques, as needed.
21.	Represent the Department at relevant outside litigation proceedings to defend job hiring decisions using verbal and written communication skills, as needed.
22.	Provide professional and expert consultation to management regarding the California State's PSP for peace officer candidates to ensure compliance with current policies/procedures using verbal communication and written memoranda, as needed.
23.	Provide direction to Department regarding contracts for psychological testing/interviews to maintain the standards governing psychological screening using written/verbal consultation, on an ongoing basis.
24.	Provide expectations to PSP staff/Staff Services Manager to ensure compliance with departmental policies using staff meetings, memoranda, e-mail communication, etc., on an ongoing basis.
25.	Provide leadership and direction to contract psychologists to ensure efficient and effective operations using training, e-mail communication, etc., on an ongoing basis.

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26.	Supervise staff in the performance of specialized and responsible assignments relating to the psychological screening of peace officers to ensure standards of practice are met using supervision techniques, on a daily basis.
27.	Supervise Psychologists in the review of diagnostic assessment data, background investigation data, and medical/psychological records to ensure standards of practice are met using review and consultation methods, on an ongoing basis.
28.	Supervise Psychologists in conducting evaluations and clarifying interviews to enhance accuracy of psychological decisions using supervision techniques, on an ongoing basis.
29.	Supervise staff in preparing and presenting screening decision cases for appeal hearings to ensure quality and consistency in decision making using job performance evaluations and staff meeting feedback, on an ongoing basis.
30.	Supervise staff participating in the design and implementation of content/criterion validity research projects to ensure use of current/relevant data using standard research techniques, on an ongoing basis.
31.	Supervise staff in performing other professional and specialty-related work to ensure administrative expectations are met using verbal and written guidance, as needed.
32.	Ensure the confidentiality of all psychological/medical records to maintain the standards governing psychological screening using inspection techniques/methods and staff training, on an ongoing basis.
33.	Consult with other Chief Psychologists and/or professionals with known expertise in the field to discuss relevant issues/concerns and ensure compliance with new court decisions, codes/laws and standards of practice using conference attendance, meetings, verbal communication, etc., on an ongoing basis.