EXAMINATION BASE

DEPARTMENTAL OPEN FOR:

California Prison Health Care Services (CPHCS)

WHO CAN APPLY

Applicants who meet the minimum qualifications as stated below may apply and take this examination at any time, unless the applicant has tested within the testing period indicated below.

HOW TO APPLY

Submit Examination Application (Std. Form 678) and Conditions of Employment (Form 631) for this examination.

By mail with:
California Prison Health Care Services
Selection Services Section
P.O. Box 4038, Suite 350
Sacramento, CA 95812-4038

or

In person with:
California Prison Health Care Services
Selection Services Section
501 J Street, Lobby Drop Box
Sacramento, CA 95814

If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the same street address as listed above for the Selection Services Section.

Note: Only applications with an original signature will be accepted.

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

APPLICATION DEADLINE/TESTING PERIOD

Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.

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

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, please contact the CPHCS’ Selection Services Section at (916) 445-1086 to make specific arrangements.

SALARY RANGE

As of January 1, 2008:

$6,239 - $12,872 Monthly

Through June 30, 2013, full-time employees’ monthly pay will be reduced by 4.62% in exchange for eight (8) hours of leave. Part-time employees shall be subject to the pay reduction on a pro-rated basis consistent with their time base.

BENEFITS

For a summary of benefits, visit the California Department of Human Resources at:
MINIMUM QUALIFICATIONS

License: Possession of a valid license to practice podiatry in the State of California. (Applicants who do not possess the required license will be admitted to the examination but must secure the license before they will be considered eligible for appointment.)

AND

Experience: One year of experience in the practice of podiatry.

AND

Education: Graduation from a recognized school of podiatry.

Special Personal Characteristics: Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; alertness, keenness of observation; and emotional stability.

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 or youthful offenders.

EXAMINATION PLAN

EDUCATION AND EXPERIENCE - WEIGHTED 100%

This examination will consist solely of an evaluation of each candidate’s experience and/or education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience(s) relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.

ELIGIBLE LIST INFORMATION

The resulting eligible list(s) will be established to fill vacancies for the CPHCS statewide. The names of successful competitors will be merged onto the eligible list in order of final scores regardless of test date. Eligibility expires 12 months after it is established. Competitors must then retake the Education and Experience examination to re-establish eligibility.

POSITION DESCRIPTIONS AND LOCATION(S)

A Podiatrist, Correctional Facility under general direction in a State institution performs podiatry work; and does other work as required.

Positions exist statewide with the California Prison Health Care Services.

VETERANS POINTS/CAREER CREDITS

Veteran’s Preference Points will not be granted in this examination since it does not qualify as an entrance examination under the law. Career credits will not be granted in this examination.
GENERAL INFORMATION

Applications are available at the Department of Human Resources or at the State’s career website at www.jobs.ca.gov, local offices of the Employment Development Department, and at the California Prison Health Care Services.

If you meet the requirements stated in this bulletin, you may take this examination. 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) subdivisional 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.

The California Prison 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 revisions will be in accordance with civil service laws and rules and all competitors will be notified.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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).

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE 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.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CPHCS EXAMINATION INFORMATION CALL (916) 445-1086
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
PO Box 4038, 501 J Street, Suite 350, Sacramento, CA 95812-4038
www.cphcs.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

JMJ/REV 07/13/12
PODIATRIST, CORRECTIONAL FACILITY

TC39/7972 – Exam Code: 8RC20

EXAMINATION INFORMATION – CONTINUED

Bulletin Release Date: 04/20/10
FFD: Continuous
Revised Date: 07/13/12

Podiatrist, CF

CONDITIONS OF EMPLOYMENT - CDCR ADULT & YOUTH FACILITY LISTING ONLY

PLEASE MARK THE APPROPRIATE BOX(ES) OF YOUR CHOICE - YOU WILL NOT BE OFFERED A JOB IN LOCATIONS NOT MARKED.

If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies according to the conditions you specify on this form. If, after you are contacted for a job, you are unwilling to accept work you will be charged with a waiver. After three such waivers and/or you do not reply promptly to the contact, your name will be made inactive. ON OPEN EMPLOYMENT LISTS, once your name is placed inactive, it cannot be reactivated. Therefore, before you mark this form, there are some things you should consider. If you are not planning to relocate or are not willing to travel to a distant job location, do not select locations that are a long way from your residence. You may choose up to 15 different locations. If you choose more than 15, you will be certified for anywhere in the State.

TYPE OF APPOINTMENT YOU WILL ACCEPT

Please mark the appropriate box(es) - you may check "(A) Any" if you are willing to accept any type of employment.

☐ (D) Permanent Full-Time  ☐ (R) Permanent Part-Time  ☐ (K) Limited-Term Full-Time  ☐ (A) Any

If all are marked and you receive an appointment other than permanent full-time, your name will continue to be considered for permanent full-time positions.

NOTE: California State Prison has been abbreviated to "CSP." Youth Correctional Facility has been abbreviated to "YCF."

☐ (5) ANYWHERE IN THE STATE - If this box is marked, no further selection is necessary.

☐ 7238 UPPER NORTHERN REGION – If this box is marked, no further selection is necessary.
ADULT FACILITIES:

☐ 0802 Pelican Bay State Prison
    Crescent City, Del Norte County ☐ 1802 California Correctional Center
    Susanville, Lassen County ☐ 1805 High Desert State Prison
    Susanville, Lassen County

☐ 7231 NORTHERN REGION – If this box is marked, no further selection is necessary.
ADULT FACILITIES:

☐ 0309 Mule Creek State Prison
    Ione, Amador County ☐ 3417 Richard A. McChee Correctional
    Training Center,
    Galt, Sacramento County

☐ 3423 CSP, Sacramento
    Represa, Sacramento County ☐ 3901 Deuel Vocational Institution
    Tracy, San Joaquin County

☐ 4804 California Medical Facility
    Vacaville, Solano County ☐ 4811 CSP, Solano
    Vacaville, Solano County

☐ 2102 CSP, San Quentin
    San Quentin, Marin County ☐ 5505 Sierra Conservation Center
    Jamestown, Tuolumne County

☐ 3400 Headquarters
    Sacramento, Sacramento County

☐ 3404 Folsom State Prison
    Represa, Sacramento County

☐ 7232 CENTRAL REGION – If this box is marked, no further selection is necessary.
ADULT FACILITIES:

☐ 1015 Pleasant Valley State Prison
    Coalinga, Fresno County ☐ 2003 Central California Women's Facility
    Chowchilla, Madera County ☐ 4003 El Paso de Robles YCF
    Paso Robles, San Luis Obispo County

☐ 1503 California Correctional Institution
    Tehachapi, Kern County ☐ 2004 Valley State Prison for Women
    Chowchilla, Madera County ☐ 4005 California Men's Colony
    San Luis Obispo, San Luis Obispo Co.

☐ 1514 North Kern State Prison
    Delano, Kern County ☐ 2701 Correctional Training Facility
    Soledad, Monterey County

☐ 1522 Kern Valley State Prison
    Delano, Kern County ☐ 2708 Salinas Valley State Prison
    Soledad, Monterey County

☐ 1513 Wasco State Prison
    Reception Center, Wasco, Kern County ☐ 1608 California Substance Abuse Treatment
    Facility, Corcoran, Kings County

☐ 1605 Avenal State Prison
    Avenal, Kings County ☐ 1606 CSP, Corcoran
    Corcoran, Kings County

☐ 3310 California Rehabilitation Center
    Norco, Riverside County

☐ 7233 SOUTHERN REGION – If this box is marked, no further selection is necessary.
ADULT FACILITIES:

☐ 1307 Calipatria State Prison
    Calipatria, Imperial County (North) ☐ 3313 Chuckawalla Valley State Prison
    Blythe, Riverside County

☐ 1308 Centinela State Prison
    Imperial, Imperial County (South) ☐ 3329 Ironwood State Prison
    Blythe, Riverside County

☐ 1503 California Correctional Institution
    Tehachapi, Kern County ☐ 3612 California Institution for Men
    Chino, San Bernardino County

☐ 1995 CSP, Los Angeles
    Lancaster, Los Angeles County ☐ 3613 California Institution for Women
    Corona, San Bernardino County

☐ 3310 California Rehabilitation Center
    Norco, Riverside County ☐ 3715 R. J. Donovan Correctional Facility
    at Rock Mountain
  San Diego, San Diego County

Please notify CPHCS promptly of any address changes or availability for employment at the following address: CPHCS, Human Resources, Selection Services Section, P.O. Box 4038, Suite 350, Sacramento, CA 95812-4038.

(Rev date: 2/17/10)

Page 4 of 4