



PSYCHIATRIC TECHNICIAN (SAFETY)

TL61/8253 – Exam Code: 9RC18

OPEN – STATEWIDE

CONTINUOUS INTERNET EXAMINATION,
FILING, AND JOB VACANCIES

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION

EXAMINATION BASE

DEPARTMENTAL OPEN FOR:

California Prison Health Care Services (CPHCS)

Positions currently exist statewide with CPHCS.

POSITION DESCRIPTION

A Psychiatric Technician (Safety) works under general supervision to provide a basic level of general behavioral and psychiatric nursing care and is expected through attitude, knowledge, and performance to facilitate the rehabilitation of inmates or parolees, and do other related work.

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

The application and Training and Experience Assessment are available on the Internet. Applicants respond to questions regarding their ability to meet minimum qualifications, provide contact information, and take the Training and Experience Assessment. The application form for Psychiatric Technician, Safety is contained within the Internet process; therefore, a standard state application is not necessary. You may apply and take the Training and Evaluation Assessment on the Internet by connecting to the following on-line instructions:

http://cphcs.hodesiq.com/bl_joblist.asp

If you do not have Internet access, there are public access Internet terminals in over 150 California public libraries. Contact your local library for information as to where the nearest Internet terminal is located and the policies related to usage. The State Personnel Board Service Center, located at 801 Capitol Mall, Sacramento, CA also has internet terminals that are available for public use at no cost. For more information, contact the Service Center at 1-866-844-8671.

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 they file their applications.

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

SALARY RANGE

Currently, as of July 1, 2007:

The following salary range is for incumbents appointed at Adult Institutions, Third Day Visiting Program, Division of Adult Parole Operation, Division of Juvenile Justice, and Division of Correctional Health Services:

\$4,700 - \$5,161 per month

BENEFITS

For a summary of benefits provided by the Department of Personnel Administration, click here <http://www.dpa.ca.gov/benefits/orientation/Benefits.shtm> or the State Personnel Board, click here <http://www.jobs.ca.gov/OEC/benefits/benefits.aspx>

**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.

**MINIMUM
QUALIFICATIONS**

Possession of a valid license as a Psychiatric Technician issued by the California Board of Vocational Nurse and Psychiatric Technician Examiners (BVNPTE). (Applicants who are within four months of completing the Psychiatric Technician curriculum accredited by the BVNPTE will be admitted to the examination, but they must secure this license before they will be eligible for appointment.)

Special Personal Characteristics: An interest in and willingness to work at correctional facilities in the California Prison Health Care Services; understanding of the behavior of patients' or inmates' emotional stability; patience; tolerance; tact; alertness; neat personal appearance; and hearing and vision required for successful job performance.

Special Physical Characteristics: Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering the health and well-being of the incumbent, fellow employees, patients, inmates or the public.

Drug Testing Requirement: Applicants in this class are required to pass a drug-screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

EXAMINATION PLAN

This examination consists of a Training and Experience Assessment weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

TRAINING AND EXPERIENCE ASSESSMENT – WEIGHTED 100%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

Knowledge of:

1. Custody procedures and public and property protection policies.
2. Fundamentals of nursing care, general behavioral and psychiatric procedures, patient or inmate behavior, and mental health principles and techniques involved in the care and treatment of individuals or groups of developmentally or mentally disordered patients or inmates.
3. Current first-aid methods.
4. Medical terminology.
5. Pharmacology.
6. Cardiopulmonary resuscitation.
7. Management Assaultive Behavior techniques.
8. Hospital procedures.

Ability to:

1. Learn and apply sound judgment for situations including the protection of persons and property.
2. Apply basic nursing knowledge, skills, and attitudes.
3. Establish effective therapeutic relationships with developmentally or mentally disordered patients or inmates.
4. Recognize symptoms requiring medical or psychiatric attention.
5. Think and act quickly in emergencies.
6. Work with a treatment team to provide occupational, recreational, vocational, and educational therapy programs for patients or inmates.
7. Follow directions.
8. Keep appropriate records.
9. Develop clear and concise reports of incidents.
10. Analyze situations accurately and take effective action.

**ELIGIBLE LIST
INFORMATION**

An open merged eligible list will be established for CPHCS. 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 Training and Experience Assessment to re-establish eligibility.

**VETERANS POINTS/
CAREER CREDITS**

Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. Career Credits will not be granted in this examination.

GENERAL INFORMATION

Applications are available at the State Personnel Board or their website at spb.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).

Veteran's Preference: California law allows the granting of Veteran's Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veteran's Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in Open Entrance and Open, Nonpromotional Entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veteran's Preference Application (Std. Form 1093) which is available from State Personnel Board, 801 Capitol Mall, Sacramento, CA 95814 and the Department of Veteran's Affairs, P. O. Box 942895, Sacramento, CA 94295-0001.

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

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