



REGISTERED DIETITIAN, CORRECTIONAL FACILITY

DH59/9279 – EXAM CODE: 0RC04

OPEN - STATEWIDE

CONTINUOUS TESTING

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)

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:

or In person with:

**California Prison Health Care Services
Selection Services Section
P.O. Box 4038, Suite 350
Sacramento, CA 95812-4038**

**California Prison Health Care Services
Selection Services Section
501 J Street, Suite 350
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 they file their applications.

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

SALARY RANGE **As of March 4, 2010:**

\$4,193.00 - \$5,097 Monthly

BENEFITS For a summary of benefits provided by the Department of Personnel Administration, go to: <http://www.dpa.ca.gov/benefits/orientation/Benefits.shtm> or the State Personnel Board, go to: <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 Registered Dietitian with the Commission on Dietetic Registration of the American Dietetic Association. (Applicants with proof of eligibility to apply for registration will be admitted to the examination but must become registered to be eligible for appointment.)

**MINIMUM
QUALIFICATIONS
CONTINUED**

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

Special Physical Characteristics: Incumbents 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.

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 his or her 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.

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining evaluation will be on measuring competitiveness, relative to job demands, each competitor's:

Scope:

A. Knowledge of:

1. Principles, practices, and theories of nutrition and dietetics, including medical nutrition therapy.
2. Methods of planning, preparing, and serving food to a large number of persons.
3. Special dietary requirements of mentally disordered or developmentally disabled persons, geriatric populations, and other patient groups.

B. Ability to:

1. Apply the principles and practices of nutrition and dietetics, including medical nutrition therapy.
2. Assess nutritional status and develop nutrition care plans.
3. Communicate nutritional concerns and recommendations with the interdisciplinary team
4. Provide effective nutrition education and training.
5. Analyze situations accurately and adopt an effective course of action.

**ELIGIBLE LIST
INFORMATION**

The resulting eligible list 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 Registered Dietician, CF, under direction provides medical nutrition therapy to clients in a State correctional facility in the Department of Corrections and Rehabilitation; participates as a member of the interdisciplinary team, maintains order, and supervises the conduct on inmates; protects and maintains the safety of persons and property; and performs other related work.

Positions exist statewide with the California Prison Health Care Services.

**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

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

KH/Rev.06/25/10

Registered Dietitian, 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. McGee 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
Conservation Camp Facility
Jamestown, Tuolumne County
 3400 Headquarters
Sacramento, Sacramento County
 3404 Folsom State Prison
Represa, Sacramento County

YOUTH FACILITIES:

- 3902 DeWitt Nelson YCF
Stockton, San Joaquin County
 3908 O.H. Close YCF
Stockton, San Joaquin County
 3917 N.A. Chaderjian YCF
Stockton, San Joaquin County
 3907 Northern California YCF
Stockton, San Joaquin County
 0311 Pine Grove Youth
Pine Grove, Amador County
 0307 Preston YCF
Ione, Amador Count

- 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
 1503 California Correctional Institution
Tehachapi, Kern County 2004 Valley State Prison for Women
Chowchilla, Madera County
 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,
 1605 Avenal State Prison
Avenal, Kings County 1606 CSP, Corcoran
Corcoran, Kings County
 1608 California Substance Abuse Treatment
Facility,
Corcoran, Kings County

YOUTH FACILITIES:

- 4003 El Paso de Robles YCF
Paso Robles,
San Luis Obispo County
 4005 California Men's Colony
San Luis Obispo, San Luis Obispo Co.

- 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

YOUTH FACILITIES:

- 3628 Heman G. Stark YCF
Chino, San Bernardino County
 1967 Southern Youth Correctional
Reception Center & Clinic
Norwalk, Los Angeles County
 5610 Ventura YCF
Camarillo, Ventura 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: 9/14/09)