DEPARTMENT OF DEVELOPMENTAL SERVICES
EXAMINATION ANNOUNCEMENT

HEALTH SERVICES SPECIALIST (SAFETY)

OPEN/ CONTINUOUS

2PVAJ

State of California is an equal opportunity employer, regardless of age, ancestry, color, disability (mental and physical), exercising the right to 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

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.

EXAMINATION TYPE	This is an Open Examination for Porterville Developmental Center. Interviews will be held when a sufficient candidate pool exists and will be scheduled at the discretion of the appointing authority.
WHO SHOULD APPLY?	Persons that meet the minimum qualifications (MQ's) of the classification. Applications may be downloaded from the CalCareers website at http://www.calcareers.ca.gov. Applications are available and MUST be filed in person or by mail.
WHERE TO APPLY	MAIL EXAMINATION DOCUMENTS TO: **PORTERVILLE DEVELOPMENTAL CENTER** P.O. Box 2000 Porterville, CA 93258 Attention: HR/EXAMS **(559) 782-2325 OR (559) 782-2087 OR (559) 782-2322** **Faxed or emailed applications will not be accepted**. Do not submit applications to the California Department of Human Resources or the State Personnel Board.
POSITION LOCATION(S)	We will be filling positions at the Department of Developmental Services (DDS), ***PORTERVILLE DEVELOPMENTAL CENTER (PDC)***.
FINAL FILE DATE	**Continuous Filing**
SALARY RANGE	$7,846 - $9,353 per month
TESTING INFORMATION	The examination is a **Qualification Panel Interview (QAP) - 100%** The examination will consist solely of a **Qualification Panel Interview (QAP)**. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained. **NOTE:** Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination. Veterans' preference will be granted in this examination.
ELIGIBLE LIST INFORMATION	A departmental open eligible list will be established and used to fill vacancies at PDC. Candidates may test for the exam once within a 9- month period. Names of successful competitors are merged onto the list of final scores, regardless of date. This list will be abolished 24 months after it is established.

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REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	All applicants must meet the education and/or experience requirements listed below under "MINIMUM QUALIFICATIONS" for the classification by time applications are processed. It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. All application must include: "to" and "from" dates (month/day/year); time base, and civil service class titles (not working titles). Requirements stated below include more than one pattern and are distinguished as "Either I," "Or II," "Or III," etc.
MINIMUM QUALIFICATIONS	Possession of the legal requirements to practice as a professional Registered Nurse in California as determined by the California Board of Registered Nursing. (Applicants who are in the process of securing approval of their qualifications by the California Board of Registered Nursing will be admitted to the examination, but they must possess all legal requirements as determined by that board before they will be eligible for appointment) and **EITHER I** Education/Experience: Bachelor of Science degree with a major in a health-related field and one year of nursing experience working with developmentally or mentally disabled persons. **OR II** Experience: One year of experience performing the duties of a nursing classification comparable in level of responsibility to a Registered Nurse, Range B, in a California developmental center or State hospital working with developmentally or mentally disabled persons. **OR III** Experience: One year of experience directing the nursing services of a developmental center or State hospital level-of-care unit during an eight-hour shift working with developmentally or mentally disabled persons.
POSITIOIN STATEMENT	Under administrative direction of a Program Director and professional direction of the Coordinator of Nursing Services in a State Hospital, is responsible for the ongoing monitoring, assessing, and making of recommendations for the maintenance of quality nursing services with primary emphasis on the physical care needs of clients in a program on an assigned shift; assures education and training in nursing care is provided to unit personnel; and performs other related duties. For more descriptive job tasks please see the job specifications on the CalCareers website at http://www.calhr.ca.gov.

EXAMINATION SCOPE	***A. Knowledge of:***	***B. Ability to:***
	1. California healing arts licensure laws and regulations. 2. Regulations pertaining to hospital licensing, certification, and accreditation. 3. Principles and practices used in training nursing services staff of a treatment program. 4. Professional nursing principles and techniques.	1. Evaluate and monitor the quality of nursing services with specific emphasis on physical care. 2. Plan, conduct, and evaluate training for the nursing services staff of a treatment program. 3. Work effectively with a multidisciplinary clinical staff. 4. Perform evaluations and write reports.

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EXAMINATION SCOPE	5. Concepts and methods of consultation. 6. Principles of specialized treatment and training techniques as they relate to developmentally or mentally disordered offenders. 7. Program organization in California forensic facilities.	5. Communicate effectively.
SPECIAL PERSONAL CHARACTERISTICS	Willingness to work at developmental centers, State hospitals, or correctional facilities contracting with the Department of Mental Health for diagnostic and treatment services; demonstrated leadership ability; sympathetic and objective understanding of the problems of developmentally or mentally disordered offenders; tact; patience; and emotional stability.	
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 endangering their own health and well-being or that of their fellow employees, forensic clients, inmates, or the public.	
BACKGROUND INVESTIGATION	Competitors who are successful in this examination will be required to submit to a background investigation (if a conditional offer of employment is made) to determine an individual's suitability for employment.	

GENERAL INFORMATION

It is the **CANDIDATE'S RESPONSIBILITY** to contact the Porterville Developmental Center's Testing Office four weeks after the cutoff date if he/she has not received a progress notice. Applications are available at the California Department of Human Resources website: www.calcareers.ca.gov. If you meet the requirements stated on the reverse side, you may take this examination, which is competitive. Possession of the entrance requirement does not guarantee a place on the eligible list. All candidates who pass will be ranked according to their scores.

THE STATE PERSONNEL BOARD 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 competitors will be notified.

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) service-wide 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 from one to four years unless otherwise stated on this bulletin.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and 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.

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2501 Harbor Boulevard
Costa Mesa, CA 92626
Public: (714)957-5121
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15000 Arnold Drive
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CANYON SPRINGS COMMUNITY FACILITY
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