

OPEN EXAMINATION



C A L I F O R N I A D E P A R T M E N T O F

Mental Health

www.dmh.ca.gov

EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, MEDICAL CONDITION, MENTAL DISABILITY, PHYSICAL DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION

NURSE PRACTITIONER (SAFETY)

CONTINUOUS TESTING

OPEN SPOT FOR ATASCADERO, COALINGA, AND NAPA STATE HOSPITALS AND VACAVILLE PSYCHIATRIC PROGRAM

SALARY RANGE:

A: \$6,256 - \$7,850

All locations listed receive an equity differential of \$2,260 per month.

The salaries in this bulletin may not reflect all pay raises or any additional bonuses. You should verify the salary level(s) with the department personnel office before making any commitments.

WHERE TO APPLY	ATASCADERO STATE HOSPITAL EMPLOYMENT OFFICE 10333 EL CAMINO REAL PO BOX 7005 ATASCADERO, CA 93423-7005 (805) 468-3384 / TDD (805) 468-2009	COALINGA STATE HOSPITAL SELECTION SERVICES UNIT P.O. BOX 5002 COALINGA, CA 93210 (559) 935-4305 / TDD (559) 935-7120	NAPA STATE HOSPITAL PERSONNEL OFFICE 2100 NAPA-VALLEJO HIGHWAY NAPA, CA 94558-6293 (707) 253-5611/TDD (707) 253-5768
	VACAVILLE PSYCHIATRIC PROGRAM SELECTION SERVICES UNIT P.O. BOX 2297 VACAVILLE, CA 95696-2297 (707) 449-6514		

California Relay for the hearing impaired: from a TDD Phone (800) 735-2929, from a Voice Phone (800) 735-2922.

Submit an application to one address indicated above. This location is where you would like your list eligibility established. Do not submit applications to the State Personnel Board.

TESTING RESTRICTION **The testing period for this classification is 12 months.** You may not test for this classification more than once in a testing period. If you have taken an examination for this classification with the Department of Mental Health, Atascadero, Coalinga, Metropolitan, Napa or Patton State Hospitals or with Salinas Valley or Vacaville Psychiatric Programs, within the last 12 months, you are not eligible to compete in this examination.

SPECIAL TESTING If you have a disability and need special testing arrangements, mark 'yes' on Question #2 on the "Examination and/or Employment Application". You will be contacted to make specific arrangements.

APPLICATION DEADLINE **CONTINUOUS TESTING - NO APPLICATION DEADLINE.** Testing is considered continuous as examining dates may be set at any time.

EXAM PLAN This examination will consist of a Qualifications Appraisal Interview only, weighted 100.00%. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. Competitors who do not appear for the interview will be disqualified.

This is an open examination. Applications will not be accepted on a promotional basis.

MINIMUM QUALIFICATIONS **NOTE: All competitors must meet the education and/or experience requirements for this examination by the testing deadline established by the testing office.**

NOTE: All applications/resumes must include: "to" and "from" dates (month/day/year); time base; and civil service class titles. Applications/resumes received without this information will be rejected.

Possession of a valid license to practice as a professional registered nurse in the State of California. **AND**

Completion of the requirements for Nurse Practitioner as specified in the regulations of the Board of Registered Nurses, California Administrative Code, Title 16, Chapter 14, Article 8, Section 1482.

SPECIAL PERSONAL CHARACTERISTICS Willingness to work at a State Hospital or psychiatric facility; demonstrated leadership ability; sympathetic and objective understanding of the problems of mentally disordered offenders; tact; patience; and ability to handle stressful situations.

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 or the public.

JOB DESCRIPTION In accordance with established protocols and in collaboration with a physician, the Nurse Practitioner (Safety) provides clinical assessment and case management services for developmentally or mentally disordered offenders including constructing and interpreting a medical history; performing a physical assessment; evaluating forensic client or patient behavior; performing and interpreting selected laboratory tests; identifying problems, and developing and implementing treatment plans for forensic clients or patients; seeks expert opinion or advice of a physician when a case falls outside of the protocol of an agency; refers forensic clients or patients to physicians for consultation and to specialized health resources for treatment but retains responsibility for the clinical management as well as subsequent modification; observes and intervenes in instances of disruptive or assaultive behavior. The incumbent assists staff in: the counting, distribution, and

It is an objective of the state of California to achieve a drug-free workplace. 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.

accounting for all utensils to prevent their use as weapons; inspecting forensic clients' or patients' mail and living areas for hazardous contraband; inspecting facility to identify security breaches that could lead to forensic client or patient escape; observing and intervening in forensic client or patient behavior that may signal an impending escape attempt; escorting forensic clients or patients to other areas of the facility; and does other related work.

POSITION

LOCATION(S)

Positions exist at Atascadero, Coalinga and Napa State Hospitals and Vacaville Psychiatric Program.

EXAM

INFORMATION

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

Knowledge of:

1. Current trends and concepts of professional nursing practices.
2. Laws and regulations relating to the practice of medicine and nursing science basic to medicine (anatomy, pathophysiology, pharmacology, and microbiology).
3. Principles and practices of clinical assessment.
4. Principles and practices of common health problems.
5. Fundamentals of research.
6. Principles of mental health.
7. Causes, treatment and prevention of communicable diseases, chronic diseases, handicapping conditions, mental illness and other disabling conditions.
8. Principles of clinical consultation, continuity of patient care, and the community aspects of health services.

Ability to:

1. Work effectively with individuals and families to assist them in solving physical, mental and social health problems.
2. Work effectively as a member of a health team.
3. Communicate effectively including the preparation of clear and concise reports.
4. Recognize social problems which affect health.
5. Instruct in the prevention of disease, good health practices, and the health care of an ill or injured person.
6. Participate in the development of standardized procedures, and in accordance with established protocol.
7. Construct and interpret a medical history.
8. Perform a physical assessment, evaluate patient behavior, perform and interpret selected laboratory tests, and identify problems and develop and implement treatment plans for patients.
9. Maintain effective working relationships with other departments, agencies and the community.
10. Consult effectively with physicians and allied health personnel.

**ELIGIBLE LIST
INFORMATION**

Each hospital/facility will establish its own list. Names of successful competitors are merged onto the list in order of final score, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the list warrant a change in this period.

**VETERANS
PREFERENCE**

Veterans Preference credit will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points. 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 VETERANS CREDIT.

GENERAL INFORMATION

For an examination without a written feature it is the competitor's responsibility to contact the Examination Unit at the testing facility three weeks after the application deadline date if she/he has not received a progress notice.

If a competitor's notice of oral interview or performance test fails to reach her/him prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

Applications are available at the State Personnel Board, local offices of the Employment Development Department, and the location(s) noted on this bulletin.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who will take this test, and all competitors who pass will be ranked according to their scores.

The Department of Mental Health 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 law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of competitors and conditions warrant. Ordinarily oral interviews are scheduled at the spot location of the examination; however, locations of interviews may be extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide 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.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 235, 235.2, and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel office or at the State Personnel Board.

General Qualifications: Competitors 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 record and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the competitor's ability to accept and fulfill increasing responsibilities than to the length of her/his experience. Evaluation of a competitor's personal development will include consideration of her/his recognition of her/his training need; her/his plans for self-development; and the progress she/he has made in her/his efforts toward self-development.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways; 1) passing the General Education 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 competitor 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.

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD Device.