



Department of Developmental Services

Community State Staff Program



For more information, visit: www.dds.ca.gov/devctrs/dclnitiatives_community.cfm

**San Gabriel Pomona Regional Center
Position #472-084-9878-997**

Job Title/ Classification: Psychologist

Work Hours: 8:30 am-5pm full time/ 3-5 days a week part time

Time Base: FULL TIME / PART TIME

Days Off: Saturday-Sunday/ Days off may vary

Location: 75 Rancho Camino Drive Pomona, CA 91766

Post Date: April 15, 2020

Final Filing UNTIL FILLED

Information Session: None at this time

Location: None at this time

Conference Number: None at this time

Position Description:
(For complete duties, please see the duty statement on the following page)

Psychologist has knowledge and experience with the following: persons with developmental disabilities; the ADOS-2, the Vineland, and other Psychological Assessments; behavior management theory; and developmental psychology. Ability to do the following: distinguish between a developmental disability and a Mental Health condition; effectively plan and organize various job requirements, meet assessment deadlines, project a positive attitude; adhere to highest standards of quality and ethical practice. Graduation from an accredited educational institution with a doctorate in psychology and at least two years of clinical experience.

Desirable Qualifications:

- ❖ **Teamwork:** values others, cooperates, is flexible, and works in partnership with team.
- ❖ **Respectful Communication:** has patience, manages own reactions and ensures understanding. Shows cultural awareness and is mindful of others.
- ❖ **Professionalism:** Respects the agency and its employees, is positive, responds and follow through, maintains boundaries.
- ❖ **Continuous Learning:** Is technically competent, demonstrates good judgement, maintains and builds own skills.
- ❖ **Flexible work hours and has own vehicle, CA Driver's License and auto insurance.**

Who May Apply: Any permanent, full time or part time DC/CF employee who has passed their probation period in the classification advertised.

Selection Process: All applications will be screened and only the most qualified may be interviewed.

How to Apply: Place the job title/classification and position number on your State Application (STD. 678) under Examination(s) or job title(s) and mail your application to:

Community State Staff Program
Department of Developmental Services
2501 Harbor Blvd B-29
Costa Mesa, CA 92626
Attn: Sandra Middleton, Program Director

Application postmarked, personally delivered or receiver via interoffice mail after final filing date will not be accepted. Questions regarding your application, contact: Southern California CSSP Coordinator at (714) 957-5593.

"Enriching Services Through State Staff Expertise"

**SAN GABRIEL/POMONA REGIONAL CENTER
COMMUNITY STATE STAFF PROGRAM
PSYCHOLOGIST DUTY STATEMENT**

Work Location: San Gabriel/Pomona Regional Center
75 Rancho Camino Dr.
Pomona, CA 91766

Work Hours: Monday-Friday (Ability to alter work days as needed)
0800-1700 (Ability to alter working hours as needed)

Job Title: **LICENSED PSYCHOLOGIST**

General Statement of Duties: Responsibilities include: Provides psychological evaluations of clients to assist in determining initial or ongoing eligibility for Regional Center services; provision of resource and referral information to client and/or their representatives when appropriate; consultation/communication with intake staff or on-going service coordination staff regarding evaluations/schedule as needed; completion and submission of preliminary test score and diagnosis sheet on the day of each psychological evaluation; familiarity with ADOS, the Vineland, and other Psychological Assessment tools; Completion and submission of written reports within fourteen (14) calendar days of evaluation date. For clients who are unable to receive services in an office setting due to severe behavioral challenges or complex medical needs, may provide services at the client's residence, ensuring a natural setting for the client due to behavior challenges and/or medical condition of the client. Currently licensed as a psychologist by the California State Board of Medical Examiners.

SUPERVISION RECEIVED: Day to day supervision will be provided by San Gabriel/Pomona Regional Center (SGPRC) Associate Director of Clinical Services Performance appraisals will be completed by SGPRC Associate Director of Clinical Services in conjunction with the Community State Staff Coordinator.

SUPERVISION EXERCISED: None

PHYSICAL DEMANDS: Possession and maintenance of sufficient strength, agility, and endurance to perform during emergency situations, or during physically, mentally or emotionally stressful situations encountered on the job without endangering his/her own health and well-being or that of fellow employees, clients, or the public; possession and maintenance of sufficient strength, agility, endurance, and sensory ability to perform the duties contained in this duty statement. Involves lifting not over 25 pounds, often combined with pushing, pulling, bending, stooping, squatting, grabbing, carrying, kneeling, twisting and reaching at, or above, shoulder level; includes bending and twisting. Includes sitting, standing and walking most of the time, with, or working on, irregular surfaces; and periodically requires extraordinary physical activity. Must hold a valid California Driver's License and maintain minimum liability insurance coverage of \$100,000 - \$300,000.

TYPICAL WORKING CONDITIONS: Potential exposure to communicable diseases, blood borne pathogens and other conditions common to a consultant's environment. Participation in meetings and conferences and other conditions common to an office environment, as well as ongoing interaction with family members, community providers, developmental center staff and the general public.

<u>ESSENTIAL DUTIES</u>	
%	<p>Maintain a safe and therapeutic environment which ensures respect, dignity and protects privacy, rights, confidentiality and physical/emotional well-being of all individuals. Practice is guided by the psychological standards of the California's State Board of Psychology. This essential function will be ongoing when performing the following duties:</p> <p>Note: Percentages may vary based on operational needs.</p>
35%	<p>Complete Psychological Assessments to assist administration in making eligibility decisions for individuals seeking regional center services.</p> <p><i>Typical Expectations:</i></p> <ul style="list-style-type: none"> • Conduct meetings with family members and potential clients. • Administer various Psychological Testing Instruments such as the ADOS-2, the Vineland, and other Psychological Tests as needed. • Score Psychological Tests
35%	<p>Complete documentation for Psychological Assessments that assist administration in making eligibility decisions for individuals seeking regional center services.</p> <p><i>Typical Expectations:</i></p> <ul style="list-style-type: none"> • Complete through record reviews. • Write a professional assessment using family friendly language to explain the assessment outcomes and tests administered. • Communicate as needed, with intake staff and administration. • The ability to conduct and complete an assessment (meeting) within 2 hours. • The ability to complete and submit an assessment within 14 days.
10%	<p>Participates as a Team Member of various Committees, Interdisciplinary Teams, and as an occasional expert witness at Fair Hearings.</p> <p><i>Typical Expectations:</i></p> <ul style="list-style-type: none"> • Provides expert feedback as needed at various eligibility team meetings • Participates in team conferences and reviews assessments and intervention plans completed by other providers/agencies. • Provides behavioral assessment and behavior consultation services to clients, family members, staff and service providers. • Provide direction to on-site staff regarding the application of approved behavioral intervention techniques that promotes safety for both consumer, family, and vendor. • Completes behavior assessments and develops intervention plans. • Participates in quality assurance evaluations of residential and day programs designed to provide behavior intervention services and reviews behavior plans for clients served by these programs. • Prepares evidence for and participates in fair hearing proceedings.

10%	<p>Participate in staff and parent development training programs and attend training as required.</p> <p><i>Typical Expectations:</i></p> <ul style="list-style-type: none"> • Provides training to staff and families to facilitate better understanding of psychological factors relative to consumer needs such as: Behavioral Strategies, Social Skill Development, Anger management, Development of insight to feeling/thoughts. • Provides training for staff, families and providers in developmental disabilities, behavior intervention, and related topics. • Educating Others: Provides basic training/solutions, provides additional resources, provides problem solving/process skills, follows-up and knows when to empower. • Attends staff and facility meetings. • Responsible to obtain required CEU's for license renewal.
5%	<p>Facilitate and monitor compliance with Federal, State and Regional Center standards of client treatment and care and provide therapeutic interventions through various forms of individual and group therapy.</p> <p><i>Typical Expectations:</i></p> <ul style="list-style-type: none"> • Maintain knowledge of persons with developmental and mental disabilities; behavior management theory, principles and practices; psychopathology; developmental psychology; counseling techniques; crisis intervention; theories and practices of psychological testing; quality management principles; effective training methods; community services and resources. • Meet standards, improve San Gabriel Pomona Regional Center performance, and maintain high work standards. • Respects the agency, maintains confidentiality and maintains boundaries.
5%	<p>Communicate and collaborate with staff to carry out SGPRC's mission, goals, and objectives. Facilitates understanding and consistently models the mission.</p> <p><i>Typical Expectations:</i></p> <ul style="list-style-type: none"> • Respectful Communication: Manages own reactions, demonstrates active listening, shows cultural awareness, adjusts communication to the audience, communicates directly and honestly and responds positively to feedback; makes a change. • Teamwork: Cooperates, values others, is flexible and thinks beyond own unit/department. • Decision Making: Expresses own ideas and opinions, brainstorms, makes decisions and weighs options. • Integrity: Follows through, is a role model and acknowledges own actions/is consistent. • Team Leadership: Manages meetings, proactively communicates, creates trust, facilitates team and creates a positive climate. • Accountability: Gives directions, defines desired outcomes, provides context and limits, monitors results and ensures results. • Demonstrates good judgement, maintains and builds own skills and applies expertise.

SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
SGPRC Supervisor's Name (Print)	SGPRC Supervisor's Signature	Date
Community State Staff Coordinator's Name (Print)	Community State Staff Coordinator's Signature	Date
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.		
The statements contained in this duty statement reflect general details as necessary to describe the principle functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence of relief, to equalize peak work periods to balance the workload.		
Employee's Name (Print)	Employee Signature	Date