



## CLINICAL SOCIAL WORKER (HEALTH/CORRECTIONAL FACILITY) - SAFETY

**Exam Code: 1RC07**

**Department:** California Correctional Health Care Services  
and California Department of Corrections and Rehabilitation

**Exam Type:** Multi-Departmental, Open

**Final Filing Date:** Continuous

### CLASSIFICATION DETAILS

#### Clinical Social Worker (Health/Correctional Facility) – Safety (9872)

\$6,405 - \$8,172 per month (Unlicensed)

\$6,890 - \$8,764 per month (Licensed)

View the [classification specification](#) for the Clinical Social Worker (Health/Correctional Facility) - Safety classification.

### APPLICATION INSTRUCTIONS

Final Filing Date: Continuous

Cutoff Date: Online, 24/7

#### Who Should Apply:

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

Once you have taken this examination, you may not retake it for six (6) months.

#### How To Apply:

The link to connect to the Training and Experience Evaluation is located farther down on this bulletin in the “Taking the Examination” section.

#### Special Testing Arrangements:

If you require assistance or alternative testing arrangements due to a disability, please contact the testing department listed in the Contact Information section of this bulletin.

## MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs, regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

### **Clinical Social Worker (Health/Correctional Facility) - Safety**

Possession of a valid license as a Licensed Clinical Social Worker issued by the California Board of Behavioral Science. [Individuals who do not qualify for licensure by the California Board of Behavioral Science may be admitted into the examination and may be appointed but must secure a valid license within four years of appointment; however, an individual can be employed only to the extent necessary to be eligible for licensure plus one year. An extension of the waiver may be granted for one additional year based on extenuating circumstances, as provided by Section 1277(e) of the Health and Safety Code. The time duration for unlicensed employment does not apply to active doctoral candidates in social work, social welfare, or social service, until the completion of such training.]

[Unlicensed individuals who are recruited from outside the State of California and who qualify for licensure may take the examination and may be appointed for a maximum of one year at which time licensure shall have been obtained or the employment shall be terminated; an extension of the waiver may be granted for an additional one year based on extenuating circumstances, as provided by Section 1277(e) of the Health and Safety Code. Individuals granted an additional one year based on extenuating circumstances may be appointed for a maximum of two years at which time licensure shall have been obtained or the employment shall be terminated. Additionally, they must take the licensure examination at the earliest possible date after the date of employment.] **And**

**Education:** Completion of a master's degree program from [an accredited school of social work](#), approved by the Council on Social Work Education.

**Special Personal Characteristics:** An objective and empathic understanding of individuals with the mental, developmental, or physical disabilities; flexibility to alter hours as needed; tolerance; tact; emotional stability; and respect for persons from diverse backgrounds.

**Special Physical Characteristics:** Persons appointed to this class are reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful situations encountered on the job without compromising their health and well-being or that of their fellow employees, patients, or inmates.

Assignments may include sole responsibility for the control of patients, clients, or inmates and the protection of personal and real property.

**Drug Testing Requirement:** Applicants for positions 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.

**Applicants possessing the required license/certificate at the time of application must show the number, title, and expiration date on their Examination Application (Std. Form 678).**

## **POSITION DESCRIPTION**

### **Clinical Social Worker (Health/Correctional Facility) - Safety**

A Clinical Social Worker (Health/Correctional Facility) - Safety, under general direction in a State correctional facility or outpatient clinic, performs clinical social work with individuals with mental, physical, or developmental disabilities; conducts assessments and summarizes case information for use in diagnosis, treatment (level of care), and dispositional release; diagnoses and/or collaborates in the formulation of a diagnosis; develops, monitors, and modifies treatment plans in collaboration with the interdisciplinary treatment team; identifies and recommends appropriate services based on assessment and, where applicable, civil or penal code commitment; provides individual and group therapy as delineated in the treatment plan; provides suicide and crisis risk assessment and intervention; participates in risk assessment, evaluation, and recommendation for alternate level of care placement, for release to the community, or other case disposition (with consideration for the risk the patient presents to the community); coordinates discharge planning activities and acts as resource on accessing appropriate community support and services to be utilized upon release; responds to requests from patients, family members, courts, and community agencies; consults with colleagues and other staff on behavior management treatment issues; prepares verbal and written social work reports and provides court testimony, as required by law and policy, which can be used in all legal jurisdictions; participates in professional meetings, committees, training, and conferences; maintains order and supervises the conduct of inmates; protects and maintains the safety of persons and property; and does other related work.

Positions exist statewide.

## **EXAMINATION SCOPE**

This examination consists of the following components:

**Training and Experience Evaluation – Weighted 100% of the final score.**

The examination will consist solely of a **Training and Experience Evaluation**. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the Training and Experience Evaluation process.

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each

examination component will be measuring competitively, relative to job demands, each applicant's:

**Knowledge of:**

1. Principles, procedures, techniques, trends, and literature of social work with particular reference to clinical social work;
2. Psycho/social aspects of mental and developmental and physical disabilities;
3. Community organization principles;
4. Scope and activities of public and private health and welfare agencies;
5. Characteristics of mental, developmental, and physical disabilities;
6. Current trends in mental health, public health and public welfare, and federal and State programs in these fields.

**Ability to:**

1. Utilize and effectively apply the required technical knowledge;
2. Establish and maintain the confidence and cooperation of persons contacted in the work;
3. Secure accurate psycho/social data and record such data systematically;
4. Prepare clear, accurate, and concise reports;
5. Work family and community agencies in preparation for discharge;
6. Develop and implement programs;
7. Provide professional consultation;
8. Analyze situations accurately and take effective action;
9. Communicate effectively.

## **ELIGIBLE LIST INFORMATION**

A multi-departmental, open eligible list for the Clinical Social Worker (Health/Correctional Facility) - Safety classification will be established for:

**California Correctional Health Care Services  
California Department of Corrections and Rehabilitation**

The names of **successful** competitors will be merged onto the eligible list in order of final score regardless of examination date. Eligibility expires **12 months** after it is established. Applicants must then retake the examination to reestablish eligibility.

Veterans' Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veterans' status is verified by the California Department of Human Resources (CalHR). Information on this program and the [Veterans' Preference Application](#) (Std. Form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

## EXAMINATION INFORMATION

[Preview the Training and Experience Evaluation](#)

## PREPARING FOR THE EXAMINATION

Here is a list of suggested resources to have available prior to taking the examination.

In an effort to streamline the examination process, please create a [CalCareer Account](#) with the California Department of Human Resources. A CalCareer Account is a one stop shop for taking civil service examinations, applying for state jobs, and provides storage and organization for your documents and communications stemming from job opportunities, all in a paperless format. To sign up for a CalCareer Account, or log in to your existing account, [Click here](#).

**Employment History:** Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

**Education:** School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

**Training:** Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

## TAKING THE EXAMINATION

Take the examination for the [Clinical Social Worker \(Health/Correctional Facility\)](#) classification.

## TESTING DEPARTMENTS

California Correctional Health Care Services  
California Department of Corrections and Rehabilitation

## CONTACT INFORMATION

If you have any technical or administrative questions concerning this examination bulletin, including provision of reasonable accommodation for this testing process, please contact:

California Correctional Health Care Services  
Attn: Examination Services  
8280 Longleaf Drive  
Elk Grove, CA 95758

Phone: (916) 691-5894  
Email: [CPHCSSelectionServices@cdcr.ca.gov](mailto:CPHCSSelectionServices@cdcr.ca.gov)  
California Relay Service: 7-1-1 (TTY and voice)

TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

## **EQUAL OPPORTUNITY EMPLOYER**

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

## **DRUG-FREE STATEMENT**

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.

## **GENERAL INFORMATION**

Examination and/or Employment Application (Std. Form 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

If you meet the requirements stated on this examination 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 in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The California Correctional 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 revision will be in accordance with civil service laws and rules and all applicants will be notified.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the 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.

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) 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 one to four years unless otherwise stated on the bulletin.

High School Equivalence: Equivalence to completion of the 12<sup>th</sup> 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 form 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.

This bulletin cancels and supersedes all previously issued bulletins.