STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

DUTY STATEMENT

DGS OHR 907 (Rev. 09/2018)

☐ Current
☑ Proposed

RPA NUMBER	DGS OFFICE or CLIENT AGENCY Emergency Medical Services Authority	
UNIT NAME Response Resources Unit	REPORTING LOCATION	
SCHEDULE (DAYS / HOURS)	POSITION NUMBER 312-700-9999-xxx	CBID
CLASS TITLE Chief Medical Officer (Psychologist)	WORKING TITLE Licensed Mental Health Disaster Responder	
PROPOSED INCUMBENT (IF KNOWN)	EFFECTIVE DATE	

CORE VALUES / MISSION ☐ Rank and File ☐ Supervisor ☐ Specialist ☐ Office of Administrative Hearings ☑ Client Agency

The mission of Emergency Medical Services Authority (EMSA) is to prevent injuries, reduce suffering, and save lives by developing standards for and administering an effective statewide coordinated system of quality emergency medical care and disaster medical response that integrates public health, public safety, and healthcare.

POSITION CONCEPT

Under general direction of the Team Lead designated for deployment, the Psychologist is a member of an assigned California Medical Assistance Team (CAL-MAT) Unit. The Psychologist is licensed medical professional responsible for administering mental health services to disaster victims and their families, as well as disaster response for personnel working on-site of the disaster or major emergency.

SPECIAL REQUIREMENTS ☐ Conflict of Interest ☑ Medical Evaluation ☐ Background Evaluation ☐ Background Evaluation FTB ☐ Office Technician (Typing)

Medical Evaluation

This position requires Medical Evaluation clearance.

ESSENTIAL FUNCTIONS

PERCENTAGE	DESCRIPTION
50%	Provides high quality counseling services and psychological expertise to disaster/pandemic survivors during times of crisis who may be experiencing high stress, psychological, or behavioral difficulties. Identifies psychological, emotional, or behavioral issues and diagnose disorders, using information obtained from interviews, tests, records, or reference materials. Identifies appropriate interventions and prevention techniques and counseling for early identification of survivors and responders at risk of mental health and related problems. Collaborate with local mental health programs to coordinate services for survivors and/or other responders.
30%	Consult with team members, local mental health workers and family members to identify evaluation procedures for disaster survivors. Provides for and arranges professional assistance and consultation regarding treatment planning and other intervention efforts. Evaluates mental health services available in local areas and installs networks for crisis intervention and assistance. Develops mental health resources for the community during disaster recovery efforts.
15%	Advises local public health agencies on mental health issues and works effectively with technical experts, local officials, and other organizations including EMS personnel during deployments.

☐ Current
☑ Proposed

MARGINAL FUNCTIONS

PERCENTAGE	DESCRIPTION
5%	Perform mental health expertise as necessary to fulfill the Team mission, goals and objectives.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

Shall be required to work in the field, with a CAL-MAT Unit or Mission Support Team, or location to provide assistance in emergency response and recovery activities.
Ability to accept a 14 consecutive day deployment with the potential to decrease or extend (This means all personal appointments should be cleared before accepting this assignment).
Ability to work irregular work hours (7 days a week, 12 hour shifts)
Ability to function in austere living conditions such as base camp style (or similar) housing/lodging.
Ability to self-sustain for first 24 to 72 hours.
Ability to effectively handle stress, multiple tasks and tight deadlines calmly and efficiently.
Ability to communicate confidently and courteously with people of different backgrounds, different ethnic origins, and different personality types; with the general public, private sector professionals and people of various level of responsibility within state, local and the federal government.
Ability to consistently exercise good judgment and effective communication skills.

PHYSICAL ABILITY:
Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental, and emotional) situations as may be encountered during deployments without compromising their health and well-being, or that of their fellow team members or patients.

SPECIAL REQUIREMENTS:
Possession of a valid license as a Psychologist issued by the California Board of Psychology.

Under these emergency operations, staff need to work effectively and cooperatively under stressful conditions with short lead times; work weekends, holidays, extended and rotating 12 hour shifts (day/night); and may be required to travel statewide for extended periods of time and on short notice.

Travel within and outside the State of California is required for this position.

You are a valued member of the department's team. You are expected to work cooperatively with team members and others to enable the department to provide the highest level of service possible. Your creativity and productivity are encouraged. Your efforts to treat others fairly, honestly and with respect are important to everyone who works with you.

I have discussed with my supervisor and understand the duties of the position and have received a copy of the duty statement.

EMPLOYEE NAME	EMPLOYEE SIGNATURE	DATE SIGNED

I have discussed the duties of the position with the employee and certify the duty statement is an accurate description of the essential functions of the position.

SUPERVISOR NAME	SUPERVISOR SIGNATURE	DATE SIGNED