ANNOUNCEMENT FOR OPEN TESTING

OCCUPATIONAL THERAPY CONSULTANT

Final Filing Date: **May 8, 2009**

Bulletin Release Date: April 17, 2009

TP65 -8281 9H121

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free 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.

WHO SHOULD APPLY: Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement may take this examination, which is competitive.

HOW TO APPLY: To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available at **http://www.spb.ca.gov/jobs/stateapp.htm**. Applications may be filed in person or by mail with:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (916) 552-8350
SELECTION UNIT & CERTIFICATION SECTION

In Person: **1501 Capitol Avenue, Suite 1501**

By Mail: **MS 1700-1702**
P.O. BOX 997378
Sacramento, CA 95899-7378

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

FINAL FILING DATE: Applications (Form STD. 678) must be submitted by **May 8, 2009**, the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after the filing deadline will not be accepted.

SALARY RANGES: $4080 - $5620 per month.

POSITION DESCRIPTION: Under general direction, in the California Department of Public Health, in an assigned region or area of the State, to provide specialized consultant services to health and related agencies in planning, organizing, and directing occupational therapy programs for all phases of medical and rehabilitative care; and to do other work as required.

Provides specialized consultation in the general field of occupational therapy for the purposes of implementing such services, improving such therapeutic care and coordinating these programs for a geographical region or area of the State; participates in health programs to prevent disease and alleviate disability and impairment from such disease; develops and implements the occupational therapy aspects in a great variety of medical and rehabilitation care programs; plans, organizes, and conducts conferences and workshops in occupational therapy; evaluates existing occupational therapy services and recommends or assists in developing improved methods, services and programs; provides consultation to local health departments, health facilities, agencies and communities in the development of occupational therapy services; conducts in service, or other training programs in occupational therapy and rehabilitation; establishes and maintains cooperative relationships with occupational therapy organizations and allied groups; writes articles for publication; prepares written reports.

Positions exist with the California Department of Public Health in Sacramento and Los Angeles.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION: It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement by **May 8, 2009**, the final filing date. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **must** include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information **must** include title, semester or quarter units, name of institution, completion dates, and degree (if applicable). **Applications/resumes received without this information will be rejected.**

MINIMUM QUALIFICATIONS: Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as either I, or II, or III, etc.

Possession of a certificate of registration with the National Registry of the American Occupational Therapy Association or eligibility for such registration. **AND**

Graduation from a school of occupational therapy approved by American Medical Association Council on Medical Education and Hospitals and the American Occupational Therapy Association. **AND**

Either I

Possession of a master's degree in public health, medical care administration or a closely related specialty; and
Three years of experience in occupational therapy, including two years of experience in an administrative or supervisory capacity. At least one year of the required experience must have been in a physical disabilities rehabilitation setting.

Or II

Four years of experience in occupational therapy, two years of which shall have been in an administrative or supervisory capacity. At least one year of the required experience must have been in a physical disabilities rehabilitation setting.

GENERAL QUALIFICATIONS: In addition to the scope defined on this announcement, candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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.

EXAMINATION INFORMATION: This examination utilizes an evaluation of education and experience (E&E) weighted 100%, and is based solely upon information provided with the application. Information provided with the application will be assessed compared to a standard developed in relation to the elements of the job and linked to the knowledge and abilities required on the job.

Special care should be taken to submitting a complete description of your education and experience relevant to the typical tasks, scope, and minimum qualifications stated on this announcement. Supplemental information will be accepted but competitors should read the announcement carefully to determine what kind of information will be useful to those individuals completing the evaluation.

The California Department of Public 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.
SCOPE: Ratings will be determined based on the depth and breadth of professional education and experience beyond what is minimally required. Emphasis will be placed on measuring:

Knowledge of:

1. Principles and methods of occupational therapeutic techniques.
2. Theory of mental and physical rehabilitation underlying the practices of occupational therapy.
3. Objectives of occupational therapy treatment and services particularly for the aged and persons with chronic disease; skeletal anatomy, neuromuscular function and dysfunction.
4. Kinesiology and occupational therapy modalities.
5. Construction, use and care of orthopedic appliances, self-care and adaptive equipment.
6. Principals of public health and techniques of education and training.
7. Principles of consultation.
8. Principles of administration and supervision.

Ability to:

1. Explain and teach occupational therapy and rehabilitation principles.
2. Plan, organize and direct an occupational therapy program for nursing homes and hospitals.
3. Think creatively and develop innovative solutions to difficult problems in providing occupational therapy programs for all phases of medical and rehabilitative care.
4. Analyze situations accurately and take effective action.
5. Speak and write effectively.

SPECIAL PERSONAL CHARACTERISTICS

A sympathetic understanding of the physical and emotional problems of patients, particularly of the aged; willingness to travel.

ELIGIBLE LIST INFORMATION: A departmental open list will be established for use by the California Department of Public Health. The list will expire 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. All candidates meeting the requirements for admittance to the exam will be placed on the eligible list in one of three ranks.

NOTE: Transfer of list eligibility is not permitted from a list established by an E&E examination to a list established by any other type of examination.

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, and 6) open. When there are two lists of the same kind, the older must be used first.

VETERANS PREFERANCE: Veterans preference credits will not be granted in this examination since it does not qualify as an entrance examination.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.
The California Relay (Telephone) Service for the deaf or hearing impaired:
MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922
Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379