



OPEN EXAMINATION

MEDICAL CONSULTANT I,

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

OPEN- SPOT
COVINA, FRESNO, LOS ANGELES, OAKLAND, ROSEVILLE,
SACRAMENTO, SAN DIEGO, STOCKTON

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.

TESTING IS CONSIDERED CONTINUOUS AS DATES CAN BE SET AT ANY TIME. THE TESTING OFFICE SHOWN BELOW WILL ACCEPT APPLICATIONS CONTINUOUSLY AND WILL NOTIFY AND TEST APPLICANTS AS NEEDS WARRANT.

POSITIONS EXIST	COVINA, FRESNO, LOS ANGELES, OAKLAND, ROSEVILLE, SACRAMENTO, SAN DIEGO, STOCKTON
WHO SHOULD APPLY	Applicants who meet the minimum qualifications as stated. This is an open examination. Applications will not be accepted on a promotional basis. Career credits will not be granted.
HOW TO APPLY	Applications (STD Form 678) are available and may be filed in person with the California Department of Social Services, Personnel Bureau, Examination Unit, 744 P Street, Sacramento, CA 95814, or mailed to the California Department of Social Services, Personnel Bureau, Examination Unit, P.O. Box 944243, Sacramento, CA 94244-2430. Please indicate the examination title on your application. Applications received without an examination title will not be accepted and returned to the sender. DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNELBOARD.
FILING INFORMATION	Indicate in Block No. 1 of your application the location where you wish to establish eligibility. Candidates may only establish eligibility in one location.
APPLICATION DEADLINE	CONTINUOUS FILING
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application". You will be contacted to make specific arrangements.
SALARY RANGE	Range A \$8711 - \$11,381 Range B \$9132 - \$11,932 Range C \$9398 - \$12,280 Range A. This range shall apply to any incumbent of a position who does not meet the criteria for a payment at either Range B or Range C. Range B. This range shall apply to: 1. Incumbents in any medical class having such a range, who have been accepted at some time for an examination for a medical specialty certificate as evidence by a written statement from the secretary of an American medical specialty board or an American Osteopathic specialty board. 2. Incumbents of classes who have completed three years of approved residency training in an accepted medical or osteopathic specialty in an approved hospital or institution.
SEE NEXT PAGE FOR ADDITIONAL INFORMATION	

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SALARY RANGE
CONTINUED

3. Incumbents in a class who have completed one year of full-time paid public health medical experience in a public health agency, and one year of academic training on the graduate level in public health and preventive medicine, and one year of approved residency training in public health and preventive medicine.

Range C.

This range shall apply to incumbents in any medical class having such a range who possess a valid medical or osteopathic specialty certificate issued by an American medical specialty board or an American osteopathic specialty board.

ELIGIBLE LIST
INFORMATION

Names of successful competitors are merged on the list in order of final scores regardless of date. Eligibility expires 12 months after it is established.

REQUIREMENTS
FOR ADMITTANCE
TO THE
EXAMINATION

ALL APPLICANTS MUST MEET THE MINIMUM QUALIFICATIONS AS STATED AT THE TIME THE APPLICATION IS FILED. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE READ, UNDERSTOOD, AND POSSESS THE QUALIFICATIONS REQUIRED.

MINIMUM
QUALIFICATIONS

License: Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California (formerly known as California Board of Medical Quality Assurance) or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval by the Medical Board of California (formerly known as California Board of Medical Quality Assurance) or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Experience: One year of experience in the practice of medicine exclusive of the internship.

Note: Applicants must show their license/certificate number, title, and expiration date on their (STD Form 678) application.

THE POSITION

The Medical Consultant, under general direction and supervision in a Disability Determination Service Division Branch Office, reviews and interprets medical and other evidence submitted by physicians and other sources to assist in determining an applicant's eligibility for disability benefits which involve mental impairments. Applicants for disability include both adults and children.

EXAMINATION
INFORMATION

A candidate may be tested only once during any 12 month period.

This examination will consist of a Supplemental Application only. All candidates **must complete** a Supplemental Application which can be obtained at the following site:

http://www.dss.cahwnet.gov/cdssweb/entres/pdf/DSS_MC_SUP_APP.pdf

The Supplemental Application must be mailed along with the application (STD Form 678) to the Department of Social Services Examination Unit. Applications received without a Supplemental Application **will be rejected**. The information on the Supplemental Application will be assessed competitively based on each candidate's relevant training and experience.

The Supplemental Application will be evaluated competitively by rating criteria.

SUPPLEMENTAL APPLICATION - WEIGHTED 100%

Scope:

A. Knowledge of:

1. Principles and practices of general medicine and surgery.
2. Ancillary services.
3. Methods of diagnosing disorders in claimants for further medical evaluation

B. Skills to:

1. Analyze situations accurately to make reasoned decisions and adopt effective courses of action.
2. Orally communicate effectively in order to exchange and/or provide information.
3. Prepare written documents.

(CONTINUED ON THE NEXT PAGE)

**EXAMINATION
INFORMATION
CONTINUED**

C. Ability to:

1. Interpret and apply the medical policies and standards of the Department's program.
2. Establish and maintain cooperative relations with those contacted in the work Analyze situations accurately and take effective action.
3. Use computer effectively.

**VETERANS
PREFERENCE
CREDITS**

Veterans preference credit will not be granted in this examination as it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

Americans with Disabilities Act, Title II: The California Department of Social Services (CDSS) is committed to a strong policy of equal employment opportunity. To this end, CDSS does not discriminate against or exclude any person from participating in the employment process, advancement, benefits of employment, or in the admission and access to programs or activities administered by CDSS on the basis of: race; color; national origin; ancestry; religion; creed; sex; marital status; sexual orientation; pregnancy; age; veteran status; political affiliation; or disability (including AIDS) as required by Title II of the Americans with Disabilities Act (ADA). Reasonable accommodations for qualified individuals with disabilities will be made available upon request.

For an examination without a written feature it is the candidate's responsibility to contact the California Department of Social Services, Personnel Bureau, at (916) 657-1762 or CALNET 437-1762 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department and the Department noted on the front.

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

The California Department of Social Services and State Personnel Board 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 competitors will be notified.

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.

General Qualifications: Candidates 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 records and personal history and fingerprinting may be required.

Criminal Record Clearance Information: Some positions, within various divisions of the California Department of Social Services, are subject to fingerprinting and criminal records check requirements. This check will be completed by the Department of Justice. Applicants will be notified during the hiring process if the position is affected by the criminal records clearance procedure. Criminal record clearance is a condition of employment in positions affected by this procedure.

**CALIFORNIA DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 944243
SACRAMENTO, CA 94244-2430**

**If deaf or hearing impaired, call the California Relay Service - From TDD phones: 1-800-735-2929
From voice phones: 1-800-735-2922**

TTY telephone number: Sacramento (916) 653-5457

TTY is Telecommunications Typewriter and is reachable only from phones equipped with a TTY/TDD Device.