

**TEXAS DEPARTMENT OF CRIMINAL JUSTICE
JOB DESCRIPTION**

POSITION TITLE: HEALTH SPECIALIST I -
Sex Offender Rehabilitation Program

SALARY GROUP: B16

DEPARTMENT: Rehabilitation Programs Division

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CERTIFICATION: I certify that, to my knowledge, this is an accurate and complete description of the essential functions and the conditions required for this position.

APPROVED BY: Christopher Carter DATE: 10/14/2021

POSITION #: 045319

I. JOB SUMMARY

Performs routine counseling and psychological work. Work involves psychological testing and assessing, counseling, reporting, and research. Works under moderate supervision with limited latitude for the use of initiative and independent judgment.

II. ESSENTIAL FUNCTIONS

- A. Facilitates the education of offender families; and assists in the design of behavior modification and skill acquisition plans.
 - B. Administers and interprets psychological inventories; and interviews offenders and prepares reports.
 - C. Assists the treatment team in the development and implementation of individualized treatment plans; observes group sessions conducted by licensed staff and discusses progress of offenders; and maintains progress notes in offender treatment records in coordination with licensed staff.
 - D. Participates in research projects and program evaluation; and assists in conferences for diagnosis and treatment planning.
- * Performs a variety of marginal duties not listed, to be determined and assigned as needed.

III. MINIMUM QUALIFICATIONS

- A. Education, Experience, and Training
 - 1. Master's degree in Psychology, Counseling, Social Work, Marriage and Family Therapy, or a related field from a college or university accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE).
 - 2. Sex offender treatment experience in a psychological therapeutic environment preferred.

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3. Current, active, unrestricted State of Texas license as a Physician, Psychiatrist, Psychologist, Psychological Associate, Provisionally Licensed Psychologist, Licensed Professional Counselor, Licensed Professional Counselor Associate (LPCA), or LPCA license eligible lacking only approval of a supervisory agreement form with the Texas State Board of Examiners of Professional Counselors (TSBEPC), Licensed Marriage and Family Therapist, Licensed Marriage and Family Associate, Licensed Clinical Social Worker, Licensed Master Social Worker (LMSW) under or lacking only a clinical supervision plan approved by the Texas State Board of Social Worker Examiners (TSBSWE), or Advanced Nurse Practitioner recognized as a Psychiatric Clinical Nurse Specialist or Psychiatric Mental Health Nurse Practitioner who provides mental health or medical services in the rehabilitation of sex offenders.

Must submit application to the State of Texas Council on Sex Offender Treatment (CSOT) as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) within 30 days of employment date. If applicable, LPCA eligible applicants lacking a supervisory agreement must also submit a supervisory agreement form to the TSBEPC within 30 days of employment date. If applicable, LMSW applicants without a clinical supervision plan approved by the TSBSWE must also submit a clinical supervision plan to the TSBSWE within 30 days of employment date.

Must possess or be able to obtain a State of Texas Council on Sex Offender Treatment (CSOT) license as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) within 120 days of employment date.

Selected applicants without required CSOT license (or LPCA eligible lacking a TSBEPC approved supervisory agreement as well as those LMSW lacking an approved clinical supervision plan with the TSBSWE) must sign *Credential Contingency Agreements* that will remain in effect only until the initially established expiration date. Failure to comply with the contingency statements will result in separation from employment. *Credential Contingency Agreements* will not be extended or renewed as a result of an employee's separation from employment or acceptance of another position.

Must maintain valid license(s) for continued employment in position.

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B. Knowledge and Skills

1. Knowledge of psychology and related disciplines.
2. Knowledge of psychological tests, measurements, and treatment techniques and practices.
3. Knowledge of techniques of individual, group, and family therapy.
4. Knowledge of sex offender treatment and practices.
5. Knowledge of group dynamics and professional interpersonal relations.
6. Skill in interviewing.
7. Skill to interpret diagnostic interviews and test data.
8. Skill to analyze behavioral deficits.
9. Skill to develop plans for implementing and monitoring rehabilitation activities in skill acquisition and behavior management.
10. Skill to review technical data and prepare technical reports.
11. Skill to maintain records of services and offenders.

IV. ADDITIONAL REQUIREMENTS WITH OR WITHOUT REASONABLE ACCOMMODATION

- A. Ability to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs, identify colors, hear with aid, see, write, count, read, speak, analyze, alphabetize, lift and carry under 15 lbs., perceive depth, operate a motor vehicle, and operate motor equipment.
- B. Conditions include working inside, working around machines with moving parts and moving objects, radiant and electrical energy, working closely with others, working alone, working protracted or irregular hours, and traveling by car, van, bus, and airplane.
- C. Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, calculator, copier, fax machine, telephone, dolly, and automobile.