

## **MINIMUM QUALIFICATIONS**

Any combination of education, experience, and training that would likely provide the knowledge and abilities listed herein. (Note: some assignments may have legally mandated requirements.)

**Education and Experience:** Typically, a Master's degree in health care administration, public health, psychiatric nursing, psychology, sociology, counseling, public administration, business administration or a related field from an accredited college or university, and four years administrative or management experience at the level of division director, program manager, and/or center or facility manager in a mental health or substance abuse services program, or closely related health or human service program.

In accordance with California Administrative Code, Title IX, Section 620, either:

1. A Physician and Surgeon licensed in the State of California showing evidence of having completed the required course of graduate psychiatric education as defined in Section 623 to be supplemented by an additional period of two years of training or practice limited to the field of psychiatry, one year of which shall have been administrative experience; or
2. A Psychologist who shall be licensed in the State of California and shall possess a Doctorate degree in Psychology from an institution of higher education. In addition, the Psychologist shall have had at least three years of acceptable clinical psychology experience, two years of which shall have been administrative experience; or
3. A Clinical Social Worker who shall possess a Master's degree in social work or higher and shall be a licensed Clinical Social Worker under provisions of the California Business and Professions Code, and shall have had at least five years mental health experience, two years of which shall have been administrative experience; or
4. A Marriage and Family Therapist who shall have a Master's degree in an approved behavioral science course of study, and who shall be a licensed Marriage and Family Therapist, and have received specific instruction, or its equivalent, as required for licensure on January 1, 1981. In addition, the Marriage Family Therapist shall have at least five years of mental health experience, two years of which shall have been administrative experience. The term, specific instruction, contained in Sections 5751 and 5751.3 of the Welfare and Institutions Code, shall not be limited to school, college, or university classroom instruction, but may include equivalent demonstrated experience in assessment, diagnosis, prognosis, and counseling, and psychotherapeutic treatment of premarital, marriage, family, and child relationship dysfunctions; or
5. A Nurse who shall possess a Master's degree in psychiatric or public health nursing and shall be licensed as a registered nurse by the Board of Registered Nursing in the State of California, and shall have at least five years mental health experience, two of which shall have been administrative experience. Additional post-baccalaureate experience in a mental health setting may be substituted on a year-for-year basis for the educational requirements; or
6. An Administrator who shall have a Master's degree in hospital administration, public health administration, or public administration from an accredited college or university, and who shall have at least three years of experience in hospital or health care administration, two of which shall have been in the mental health field. Additional qualifying experience may be substituted for the required education on a year-for-year basis with the approval of the Department.