



Intensive Medical Parole Officer III

Salary Group: B21

Class Code: 4548

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
INTENSIVE MEDICAL PAROLE OFFICER I	4546	B17	\$36,976 - \$58,399
INTENSIVE MEDICAL PAROLE OFFICER II	4547	B19	\$42,244 - \$68,960
INTENSIVE MEDICAL PAROLE OFFICER III	4548	B21	\$48,278 - \$78,953

GENERAL DESCRIPTION

Performs advanced (senior-level) intensive medical parole supervision and administration work. Work involves reviewing and approving supervision to medical parolees, conducting medical parole assessments and investigations, and coordinating medical parole administration documentation. May supervise the work of others. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Oversees and/or conducts intensive medical parole administration activities.

Oversees, monitors, and evaluates intensive medical parolee compliance with conditions of supervision.

Oversees the coordination of communication with local law enforcement officers regarding medical pre-parole plans and counsels a medical parolee's family.

Oversees investigations of medical parole violations and submits violation reports and recommendations.

Coordinates assessments and investigations to confirm a parolee's medical condition.

Develops and coordinates the use of community resources and specialized programs for medical parolee supervision and treatment.

Develops and evaluates a medical parolee's adjustment to surroundings; recommends revisions to medical parole supervision plans.

Develops, reviews, and evaluates medical parole documentation and recommendations.

Develops and implements medical parole policies and procedures.

Prepares and facilitates implementation of intensive medical parole supervision plans.

Prepares medical, social, and developmental histories, evaluations, and recommendations; documents medical parole supervision activities.

Provides technical guidance to intensive medical parole staff.

May conduct administrative hearings concerning the medical parole revocation process.

May supervise the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in medical parole administration work. Graduation from an accredited four-year college or university with major coursework in criminal justice, nursing, psychology, sociology, or a related field is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of criminology and penology principles; of the principles, methods, techniques, and practices of parole case management; of theory, techniques, and practices of professional nursing care; of medical and psychiatric terminology; of utilization review and control measures; and of state and federal laws, rules, and regulations related to pardons and paroles.

Skill in the use of medical equipment, and in the use of a computer and applicable software.

Ability to interpret and apply rules, regulations, policies, and procedures; to solve problems; to assess a parolee's medical condition; to develop or modify medical parole casework techniques; to prepare and maintain records; to communicate effectively; and to supervise the work of others.

REGISTRATION, CERTIFICATION, OR LICENSURE

Must possess a valid driver's license.

Must be licensed as a Licensed Vocational Nurse in the State of Texas or in another state that recognizes reciprocity through the Nurse Licensure Compact.

May be required to be registered as a Registered Nurse in the State of Texas or a state that recognizes reciprocity through the Nurse Licensure Compact.