

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

INSTITUTION TREATMENT DIRECTOR – CHAPTER 980

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to the present and future professional supervisory and management position located at Sand Ridge Secure Treatment Center within the Department of Health Services. The position allocated to this classification functions as the Treatment Director and organizes, develops, and administers the treatment program for Sexually Violent Person (SVP) patients detained or committed under Chapter 980, Wis. Stats., Sexually Violent Person Commitments law. This classification specification is not intended to identify every duty which may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses the professional supervisory and management position located at Sand Ridge Secure Treatment Center within the Department of Health Services. The position allocated to this classification organizes, develops, and administers the specialized SVP sex offender treatment programs within Sand Ridge Secure Treatment Center, including social services, education, recreation, religious programs, and community services that meet the needs of patients that are detained or committed under Chapter 980, Wis. Stats.; and meets the statutory definitions of supervisor and management as defined in Wis. Stats. 111.81(19) and (13). The position in this classification is responsible for program planning, policy and procedure input and development, budget development, and supervision of staff within their respective program area.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions located outside of the Sand Ridge Secure Treatment Center in the Department of Health Services.
2. Positions that do not function as Institution Treatment Director for Chapter 980.

3. Positions which do not meet the statutory definition of supervisor and management as defined in Wis. Stats. 111.81(19) and (13).
4. Positions that do not meet the qualification of a treating professional.
5. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees enter the position in this classification by competitive examination.

II. DEFINITION

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The position in this classification is located at Sand Ridge Secure Treatment Center (SRSTC) within the Department of Health Services. This position organizes, develops, and administers the specialized SVP sex offender treatment programs within SRSTC, including social services, education, recreation, religious programs, and community services that meet the needs of patients that are detained or committed under Chapter 980, Wis. Stats.; and meets the statutory definitions of supervisor and management as defined in Wis. Stats. 111.81(19) and (13). This position is responsible for developing and implementing standards of assessment and treatment, including, but not limited to, guidelines and manuals for treatment protocols, documentation standards, and assessment protocols and application of assessments to treatment interventions; a resource model of licensed and non-licensed staff that meets the clinical and treatment needs of all patients; and development, implementation and day-to-day management of the treatment program that specifically addresses the patient population and risk. This position serves as the clinical director for Wisconsin's SVP Program and is responsible for representing SRSTC and the Department of Health Services as such.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

NOTE: This position performs functions that can only be carried out by individuals who meet the qualifications of treating professional as defined in s. 980.01(10), Wis. Stats., and 2001 Wisconsin Act 80.

IV. ADMINISTRATIVE INFORMATION

This classification was created effective June 17, 2012 and announced in Bulletin OSER-0309-MRS/SC to accommodate the position at the SRSTC which directs the treatment program for SVP patients detained or committed under Chapter 980, Wis. Stats., Sexually Violent Person Commitments law.