

**DUTY STATEMENT
DEPARTMENT OF MENTAL HEALTH
PATTON STATE HOSPITAL**

JOB CLASSIFICATION: SENIOR PSYCHIATRIC TECHNICIAN (FORENSIC FACILITY)
--

1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

As shift supervisors, incumbents supervise, train, and evaluate assigned staff engaged in basic behavioral and nursing care and custody activities. Incumbents may also be assigned to especially difficult or complex duties where the only supervision exercised is over patients/clients, such as directing or monitoring patient activities in a therapy program. Incumbents also work to maintain the safety and security of the hospital environment.

- | | |
|------|---|
| 50 % | Supervise the work and development of a group of nursing staff. |
| 15 % | Help to create a clean, safe, and therapeutic environment for patients; apply mental health principles in all relationships with patients; develop, encourage participation in, and supervise the on-the-unit group and individual program activities for patients; assist rehabilitation therapy in occupational, recreational, vocational, and educational therapy programs for patients; motivate and assist patients with activities of daily living; follow safe work practices; protect patients and others from personal injury; order supplies as needed; keep records; and participate in in-service training. |
| 15 % | Work with other disciplines as part of the treatment team to provide overall treatment program for the patient. Tasks include oral medications and hypodermic injections; observing patients' physical condition and behavior and reporting significant changes to a unit supervisor or physician and recording nursing notes in the patient's record; preparing and caring for patients during treatment; giving first aid as needed. |
| 5 % | Perform custody tasks which include escorting patients in the facility and in the community; searching for drugs, contraband, and weapons; counting, distributing, and accounting for eating utensils to prevent their use as weapons; inspecting patient's mail for hazardous contraband; inspecting facilities to identify security breaches that could lead to escape of a patient; observing and intervening in patient behavior that may injury people, damage property, or signal impending escape attempts. |
| 15 % | Assist in the training of Psychiatric Technician Students, Psychiatric Technician Training Candidates, Psychiatric Technician Trainees, |

and other ancillary staff.

2. SUPERVISION RECEIVED

As outlined in the Matrix System at Patton State Hospital, the Senior Psychiatric Technician is under the clinical direction of a Registered Nurse and under the administrative direction of the Unit Supervisor.

3. SUPERVISION EXERCISED

Provides administrative supervision of the delivery of care provided by nursing staff (Registered Nurses, Psychiatric Technicians, and non-licensed nursing employees).

4. KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

The techniques of effective supervision; the Department's Equal Employment Opportunity (EEO) objectives; a supervisor's role in the EEO Program and the process available to meet EEO objectives; custody procedures; public and property protection policies; fundamentals of nursing care; general behavioral and psychiatric procedures, client/patient behavior and mental health principles and techniques involved in the care and treatment of individuals or groups of mentally disordered clients/patients; current first-aid methods; medical terminology; pharmacology; cardiopulmonary resuscitation; Management of Assaultive Behavior techniques; and hospital procedures.

ABILITY TO:

Supervise the work and development of a group of nursing staff; effectively contribute to the Department's EEO objectives; learn and apply sound judgment for situations including the protection of persons and property; apply basic nursing knowledge, skills and attitudes; establish effective therapeutic relationships with mentally disordered clients/patients; recognize symptoms requiring medical or psychiatric attention; think and act quickly in emergencies; work with a treatment team to provide occupational, recreational, vocational and educational therapy programs for clients/patients; follow directions; keep appropriate records; develop clear and concise reports of incidents; analyze situations accurately and take effective action.

5. REQUIRED COMPETENCIES

INFECTION CONTROL

Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR

Maintains current certification.

AGE SPECIFIC

Provides services commensurate with age of patients / clients being served. Demonstrates knowledge of growth and development of the following age categories:

☐ Pediatric ☐ Adolescent ☐ Adult ☐ Geriatric

MANAGEMENT OF ASSAULTIVE BEHAVIOR

Applies and demonstrates knowledge of correct methods in the management of assaultive behavior (MAB).

RESTRAINT/SECLUSION

Demonstrates knowledge of criteria and appropriately uses, applies, and removes restraint and/or seclusion.

CULTURAL AWARENESS

Demonstrates awareness to multicultural issues in the workplace which enable the employee to work effectively.

SITE SPECIFIC COMPETENCIES**TECHNICAL PROFICIENCY (SITE SPECIFIC)****6. LICENSE OR CERTIFICATION**

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

- Possess a valid license to practice as a Psychiatric Technician issued by the California Board of Vocational Nurse and Psychiatric Technician examiners.

7. TRAINING - Training Category =

The employee is required to keep current with the completion of all required training.

8. WORKING CONDITIONS

The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

Employee Signature

Print Name

Date

Supervisor Signature

Print Name

Date

Reviewing Supervisor Signature

Print Name

Date