

PORTERVILLE DEVELOPMENTAL CENTER
Porterville California

REGISTRY
Psychiatric Technician
(Safety)

GENERAL STATEMENT OF DUTIES:

As an employee of the facility Level of Care Registry, a Psychiatric Technician may be requested to work on any shift, any day of the week and on any residence at the Developmental Center. Under the direction of supervisory staff, he/she provides direct care, treatment and developmental services for the individuals where assigned. The services provided fall within the scope of the job as specified by the California State Personnel Board.

SUPERVISION RECEIVED:

Works under the supervision of the Registry Coordinator, Unit Supervisor (US), Shift manager (SRPT), and/or Acting Nursing Person in Charge (NPIC) of the residence.

PHYSICAL DEMANDS:

Must possess and maintain sufficient strength, agility, endurance and sensory abilities to perform the duties contained in this duty statement. **Must be able to lift 50 pounds without assistance; must be able to participate in individual containment, intervention or restraint. Must have the ability to work extended hours and various shifts; must float to all work areas within the facility if called upon to do so.**

TYPICAL WORKING CONDITIONS:

On-going interaction with individuals, personnel, and the general public. Potential exposure to communicable diseases, blood-borne pathogens, and other conditions common to a clinical nursing environment.

DUTIES AND RESPONSIBILITIES:

- 5% - Complies with program, department, and facility policies and procedures.
- 3% - May be requested to assume and carry out the duties of the shift manager.
- 10% - Provides for an organizational approach to the developmental program of physical care, training and recreation of the individuals that is consistent with their individual habilitation plan.
- 5% - Takes part in special and individualized events for individuals, such as birthday parties, dances, movies, community outings, shopping trips, training programs, etc.
- 5% - Works closely with all members of the IDT and recognizes the importance of the team approach to carry out comprehensive programs for individuals.

- 5% - May be requested to administer and record medications and treatments as ordered by the residence physician.
- 10% - Assures that each individual receives appreciable and appropriate attention daily, in an individualized fashion. Takes a positive behavioral approach to each individual.
- 5% - Communicates both verbally and by recording pertinent information about the individual to other team members.
- 10% - Is continuously ready to assist individuals in areas of need, recognizing the integrity and dignity of individuals and their rights as individuals.
- 10% - Observes individuals' conditions and behavior, reports changes to the shift manager or US, and when appropriate, to the IPC.
- 2% - Accounts for all individuals at shift changes.
- 5% - When assigned to the medication room, counts all hypnotics with the previous shift and signs for them in the hypnotic control log. Performs the same function with the oncoming shift. Checks medication cart and enters findings on form PVL 497 (Unit Dose Cart Check Log).
- 5% - Creates a safe and therapeutic environment, and when called upon, decorates the residence, which creates a more home-like appearance.
- 5% - Submits written reports to the shift manager and US, as requested.
- 5% - Is familiar with department and facility philosophy goals and objectives, including licensing, Cal. Standards, and facility long-range plans.
- 10% - Performs other duties as assigned by shift manager or US.

Employee's Signature

Date

Supervisor's Signature

Date

Print Name