

DESCRIPTION: Under immediate supervision, provides direct care and/or residential care, custody and monitoring of individuals in a juvenile dual diagnosis unit or secure state facility/ward under the direction of nursing and medical staff. Incumbents perform duties related to basic physical care, treatment programs and behavior intervention. They observe, report and record individual/group behavior and activities and implement interventions as authorized; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the first classification level of three in the Mental Health Security Specialist class series. This class is utilized as a training class where attendance and successful completion of formal classroom instruction is required. Duties assigned are routine in nature and are performed according to pre-determined instructions and prescribed by standards and procedures. More complex duties are assigned as experience and knowledge of policies and procedures are acquired. Some positions in this class may provide overnight custody and monitoring.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Monitors the safety and security of individuals within assigned unit.

Assists with security procedures such as fingerprinting, photographing and security searches of residents.

Interacts with individuals in care to instruct, orient and assist individuals with program goals; report and/or document care delivery and observations.

Monitors, provides and assists with feeding, bathing, dressing, toileting and other personal hygiene activities.

Maintains safe and sanitary environment by performing laundry and housekeeping duties.

Responds to emergency or crisis situations and may intervene in verbal disputes and/or provide physical intervention that includes restraining individuals.

Takes and records individuals' vital signs.

May administer medication or first aid treatment.

Lifts and repositions individuals.

Escorts and transports individuals to appointments and activities inside or outside the facility.

Organizes and leads individual and group activities.

Provides input into treatment plans.

Conducts admission, transfer and discharge procedures within scope of practice.

Participates in team meetings and activities.

May be required to plan, organize and participate in a variety of recreational or vocational activities.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: techniques of providing basic care to physically and/or mentally ill patients; human behavior and performance; principles and methods for working with individuals and groups.

Ability to: learn and follow all facility/ward instructions; learn and apply security measures required to care for criminal and dangerously insane patients; prepare routine reports; make decisions and act quickly in situations involving patient care or safety; communicate with co-workers, management and patients; lift, push, pull or bend to assist clients in meeting their needs and maintaining safety.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Be at least 19 years of age to work with adult client populations; be at least 21 years of age to work with adolescent client populations.

SPECIAL NOTES:

Entry in this class requires successful completion of a prescribed physical examination.

May work with potentially dangerous male mentally disturbed patients.

May be required to acquire and maintain a Medication Aide certification for settings other than assisted living, nursing home or ICF-MR facilities.

Positions in this class may require an employee to possess a valid driver's license and provide a passenger vehicle with adequate liability insurance, or the ability to provide independent authorized transportation in order to perform work-related travel.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).