

Click one of these links to see the Job Description for that class:

Job Code	Title
I76211	Developmental Technician I
I76212	Developmental Technician II
V76215	Developmental Technician Shift Supervisor

DEVELOPMENTAL TECHNICIAN SERIES

(I76211, I76212, V76215)

DESCRIPTION OF OCCUPATIONAL WORK

Positions in this series perform duties that involve direct care for individuals with developmental disabilities related to personal hygiene such as grooming, meals and dressing. Positions follow written plans designed by professional staff to conduct behavior training. Levels within this series include entry level, full performance and supervisory.

Developmental Technician I

I76211

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

Under immediate supervision, incumbents provide direct care for individuals served with developmental disabilities related to personal hygiene such as grooming, meals and dressing. Provides behavioral training following written plans. Establishes and maintains a safe, clean working environment; performs related work as assigned.

This is the first level in the series of three (Technician I, Technician II, Shift Supervisor). This class is entry level and primarily used for positions which perform only the most basic direct care tasks OR for positions which work on a temporary basis. Incumbents are expected to successfully complete Basic Support class within 120 days and facility training requirements within 6 months of employment.

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

Performs fundamental developmental care related to individual personal hygiene, grooming, meals, and dressing.

Conducts behavior training following written plans designed by professional staff.

Initiates and maintains an active environment to provide supervision/interaction to individual during supplemental activities designed to maintain and expand individual's skills.

Participates in discussions with Interdisciplinary Team members related to adjustments of medical and behavioral treatment approaches.

Establishes and maintains a safe, clean working environment, e.g., cleans spills, makes beds.

Records information related to the individual's activities in writing.

Attends in-service training related to continued employment and skill development.

Assists individuals with food preparation, food service, and laundry services including operation of an automatic dishwasher, washer, and dryer, folding and storage.

Ensures that each individual is safe and free from harm and that needs of each individual are identified and met; monitors physical environment and takes necessary action to ensure safety, a sanitary environment and compliance with State and Federal Standards; works cooperatively with investigators in resolution of abuse/neglect cases.

Responsible for notifying appropriate personnel of problems related to resource allocation or the physical living environment to ensure their resolution.

Recognizes emergency situations and reacts in a professional manner to provide guidelines. Maintains a positive attitude to support individuals served and staff.

Transport individuals into the community on trips, leisure, or medical appointments.

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

Skill in: active listening, and communicating clearly with others

Ability to: effectively communicate; develop effective working relationships with staff and individuals; provide quality daily care to individuals; complete courses and competency evaluations; document treatment/training plans; count accurately and record numerical and alphabetical data; observe, recognize, report on physical status; demonstrate proper lifting, including a buddy lift, within a weight range of 50 to 200 lbs to heights of 36 inches; lift, bend, push and/or pull 50 pounds on a continual basis; provide quality day care to individuals; implement written treatment/training plans with supporting written record keeping; work regularly scheduled shifts with predictable attendance; work overtime up to and including entire shifts

[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 18 years of age, and possess a valid driver's license.

[SPECIAL NOTES:](#)

Positions classified to this class may be exposed to infectious waste, diseases and blood and airborne pathogens such as TB, HIV and Hepatitis.

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Developmental Technician II

I76212

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

Under general supervision, incumbents provide direct care for individuals served with developmental disabilities related to personal hygiene, such as grooming, meals and dressing. Provide behavioral training following written plans. Provide medications and treatments according to plan of care for individuals served. Establish and maintain a safe, clean working environment. Incumbents are required to successfully complete facility training and certification requirements and to acquire listing on the Nebraska Medication Aide Registry within one year of being in this class performs related work as assigned.

This is the second level in the series of three (Technician I, Technician II, Shift Supervisor) and is considered full performance. This class provides the full scope of direct care needed for individuals served at the Beatrice State Developmental Center. Incumbents are expected to successfully complete Basic Support class within 120 days and facility training requirements within 6 months of employment. Incumbents must also attain/maintain requirements to be listed on the Medication Aide Registry within one year of being in this class. This class is distinguished from the Developmental Technician I class in that the Developmental Technician I class is not full performance.

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

Administers medications and treatments, observing for adverse reactions, and accurately charts pertinent information in writing.

Initiates and maintains an active environment to provide supervision/interaction to individuals during supplemental activities designed to maintain and expand individual's skills.

Records in writing information related to the individual's activities.

Establishes and maintains a safe, clean working environment.

Attends in-service training related to continued employment and skill development.

Participates in discussions with Interdisciplinary Team members related to adjustments of medical and behavioral treatment approaches.

Performs and/or monitors individual's personal hygiene care such as toileting, bathing, grooming, dressing.

Assists individuals with laundry services including operation of an automatic washer and dryer, folding and storage.

Assist individuals in food preparation.

Conducts behavioral training following written plans designed by professional staff. Ensures that each individual is safe and free from harm and that needs of each individual are identified and met; monitors physical environment and takes necessary action to ensure safety, a sanitary environment and compliance with State and Federal Standards; works cooperatively with investigators in resolution of abuse/neglect cases.

Responsible for notifying appropriate personnel of problems related to resource allocation or the physical living environment to ensure their resolution.

Recognizes emergency situations and reacts in a professional manner to provide guidance. Maintains a positive attitude to provide support to individuals served and staff.

Transport individuals into the community on trips, leisure, or medical appointments.

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

Knowledge of: general developmental care skills; preparing and maintaining individual's records and charts; Nebraska Medication Aide registration requirements.

Skill in: active listening, and communicating clearly with others.

Ability to: effectively communicate; develop effective working relationships with staff and individuals; provide quality daily care to individuals; complete courses and competency evaluations; document treatment/training plans; count accurately and record numerical and alphabetical data; observe, recognize, report on physical status; demonstrate proper lifting, including a buddy lift, within a weight range of 50 to 200 lbs. to heights of 36 inches; lift, bend, push and/or pull 50 pounds on a continuous basis; provide quality day care to individuals; implement written treatment/training plans with supporting written record keeping; administer medications; problem solve; work regularly scheduled shifts with predictable attendance; work overtime up to and including entire shifts.

[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 18 years of age and possess a valid driver's license.

[SPECIAL NOTES:](#)

Incumbents are required to work regularly scheduled shifts with predictable attendance and work overtime up to and including entire shifts.

Incumbents are required to have the ability to lift, bend, push and/or pull 50 pounds on a continuous basis to assist clients in meeting their needs and maintaining safety within the home.

These positions are subject to call back during emergency conditions (e.g., severe weather, evacuation, post-disaster, etc.)

Positions classified to this class may be exposed to infectious waste, diseases and blood and airborne pathogens such as TB, HIV and Hepatitis.

Incumbents must complete a state approved medication aide course and successfully pass a written and clinical competency exam administered by the State of Nebraska and be placed on the State of Nebraska Medication Aide Registry as a condition of continued employment.

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Developmental Technician Shift Supervisor

V76215

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

Under general supervision, provides direct supervision, support, coaching and mentoring to Developmental Technician I and II's on assigned shifts. Serves as a role model to Developmental Technicians by modeling appropriate individual interaction and the provision of active treatment. Responsible for notifying appropriate personnel of problems related to resource allocation or the physical living environment to ensure their resolution. Provides direct care services, behavioral training, housekeeping, and laundry services related to the needs of developmentally disabled individuals. Performs related work as assigned.

This is the third level in the series of three (Technician I, Technician II, Shift Supervisor). This class is distinguished by the lower levels by the responsibility to supervise subordinate Developmental Technician staff. Incumbents are expected to successfully complete Basic Support class within 120 days and facility training requirements within 6 months of employment. Incumbents must also maintain listing on the Medication Aide Registry during the course of employment

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

Ensures each individual's developmental and physical needs are met through active treatment as described in the Individual Personal Plan (IPP); ensures that human and legal rights of the individual are protected.

Leads and monitors provision of active treatment and schedules of activities for individuals ensuring that services are coordinated as indicated in the individuals' personal care plans.

Administers medications and treatments, performs and/or monitors individual's personal hygiene and establishes and maintains a safe working environment.

Performs personnel functions for assigned Developmental Technician staff including participating in hiring, assigning/recommending/issuing disciplinary actions including suspensions and terminations, providing on-the-job training and regular performance feedback and preparing, evaluating and conducting performance evaluations; provides comprehensive information to Human Resources representatives during the formal discipline process.

Ensures that each individual is safe and free from harm and that the needs of each individual are identified and met; monitors physical environment and takes necessary action to ensure safety, a sanitary environment and compliance with State and Federal Standards; and works cooperatively with investigators in resolution of abuse/neglect cases.

Participates in completing bi-weekly staffing schedules for shift supervised. Ensures that an adequate and appropriate number of trained staff are available to provide quality supports and services to individuals; distributes completed schedule per contract stipulations.

Assigns the work of Developmental Technicians, conducts direct observations of individuals' and staff performance across all areas and times and makes recommendations to improve quality of individual life.

Establishes/maintains productive, effective working relations with other department personnel.

Demonstrates a shared responsibility for equitable distribution of personnel resources to best meet the needs of the individuals at the facility.

Provides mentoring and coaching to employees to promote the overall philosophy of the department and to promote the vision and mission of the facility.

Ensures that all Developmental Technician staff on the assigned shift have been appropriately and adequately trained including, but not limited to, initial and on-going training requirements for the Developmental Technician I and II classes.

Ensures that community integration plan for each individual with developmental disabilities is implemented.

Ensures that each individual with developmental disabilities has appropriate and adequate opportunities to learn, work and recreate.

Ensures compliance with all Federal, State, and local rules, regulations and standards including the Code of Federal Regulations (CFR) 42 which govern the operation of Intermediate Care Facilities for individuals with Mental Retardation and other developmental disabilities (ICF/MR).

Conduct observations and implement immediate corrections as needed ensuring that each individual is safe and free from harm and the needs of each individual are identified and met; monitors physical environment and takes necessary action to ensure safety, a sanitary environment, and compliance with State and Federal Standards; works cooperatively with investigators in resolution of abuse/neglect cases.

Responsible for notifying appropriate personnel of problems related to resource allocation or the physical living environment to ensure their resolution.

Per Incident Management Policy, reviews incidents, notes significant changes in individual's condition and determines type of incident as per policy. Ensures that reporter initiates the written report of incident and nursing staff are notified immediately if incident involves a reportable physical injury. Reviews information seeks clarifying information as needed, and secures written statements from all persons present. Reviews this information with the Home Manager/AOC and requests additional information as needed. Forward a copy of completed and signed incident report in accordance with policy. Notify Adult/Child Protective Services as needed.

Transport individuals into the community on trips, leisure, or medical appointments.

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

Knowledge of: general care skills; Nebraska Medication Aide registration requirements; interaction concepts and instructional techniques; problem solving techniques; methods of personnel evaluation; developmental disabilities and/or mental illness and their associated behaviors; facility rules and regulations; policies and procedures regarding the care and treatment of residents; person centered care planning.

Skill in: meeting deadlines; performing accurate, objective observations of ongoing activities; responding positively to constructive guidance; communication.

Ability to: work under the direction of the Home Manager to prioritize tasks and assign responsibility; respond to individual/staff needs in a timely fashion; interpret policies/procedures for staff; schedule staff resources; demonstrate proper lifting, including a buddy lift, within a weight range of 50 to 200 lbs to heights of 36 inches; lift, bend, push and/or pull 50 pounds on a continual basis work regularly scheduled shifts with predictable attendance; work overtime up to and including entire shifts

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 18 years of age, one year experience providing direct support to individuals with developmental/intellectual disabilities or experience leading, monitoring or supervising a team; possess a valid driver's license.

SPECIAL NOTES:

Incumbents are required to work regularly scheduled shifts with predictable attendance and work overtime up to and including entire shifts.

Incumbents are required to have the ability to lift, bend, push and/or pull 50 pounds on a continuous basis to assist clients in meeting their needs and maintaining safety within the home.

These positions are subject to call back during emergency conditions (e.g., severe weather, evacuation, post-disaster, etc.)

Positions classified to this class may be exposed to infectious waste, diseases and blood and airborne pathogens such as TB, HIV and Hepatitis.

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SPECIAL NOTES APPLICABLE TO ALL LEVELS:

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).

Established: 02/82

Note: Classification-specification is subject to change. Please refer to the Nebraska State Personnel Job Specification website at <https://das.nebraska.gov/personnel/classcomp/jobspecs/jobspecs.html> to ensure this represents the most current copy of the description.

The following is a summary of changes made to this class specification.

Section	Change Description	Effective Date
Special Notes for Developmental Technician II and Supervisor	Added special notes to Developmental Technician II and Supervisor levels.	4/27/2023