



Class Code: 04-0695
FLSA: Non-Exempt
EEO: 09
Bargaining Unit: 4
Revised: 10/2020

PSYCHIATRIC TECHNICIAN

DEFINITION

Under close clinical and general supervision, learns and provides a full range of rehabilitative mental health services and targeted case management services to clients of the behavioral health department; learns to serve in crisis intervention roles; learns and provides a variety of services in the rehabilitative and targeted case management models as defined in regulation that may include services to individuals, groups, and families but does not include the ability to independently diagnose or provide psychotherapeutic treatment; learns to distribute prescribed medications to clients; learns and provides medications support to clients, as needed; assists with education and training for other staff, community agencies, and the public; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is the entry and first working Psychiatric Technician level in the Mental Health Nurse/Psychiatric Technician – various levels class series. This classification is distinguished from the Psychiatric Technician, Senior in that Psychiatric Technician incumbents work in a training and learning capacity under closer supervision. The Psychiatric Technician is distinguished from the Licensed Vocational Nurse in that the two positions require different licenses. The Mental Health Nurse/Psychiatric Technician – various levels class series is distinguished from the Nurse various levels class series in that incumbents in the Mental Health Nurse/Psychiatric Technician various levels class series primarily work with patients experiencing behavioral health issues while incumbents in the Nurse various levels class series are performing more general public health duties and functions.

When work knowledge has been developed, sound work demonstrated, and requirements have been met, an incumbent may reasonably expect promotion to the Psychiatric Technician Senior level.

Incumbents are subject to "call back" to respond to urgent situations outside of scheduled work hours, including nights, weekends, and holidays. Incumbents are subject to be scheduled for "standby" duty after regular work hours and are obligated to respond to urgent situations while on standby duty.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from Mental Health Nurse Supervisor; Nurse Practitioner/Physician's Assistant; Staff Psychiatrist; Deputy Director, Behavioral Health; Director of Behavioral Health. This is not a supervisory classification.

EXAMPLES OF ESSENTIAL DUTIES

Class specifications are intended to present a descriptive list of the scope of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

- Conducts telephone or in person interviews with individuals, families, and groups in a clinic, home, and community settings to develop client centered service plans.
- Interviews persons requesting outpatient mental health services.
- Learns to prioritize service requests according to standard triage criteria.
- Learns to provide initial assessment, including provisional diagnoses and treatment plans, for assigned

Behavioral Health clients.

- Works with individuals, families, and groups to develop client centered service plans.
- Assists clients with understanding their problems and developing plans to resolve them.
- Provides individual and group therapy for children and/or adults.
- Provides medication support services.
- Distributes prescribed medication to clients.
- Advises clients on available community resources and serves as a liaison with organizations and service agencies.
- Monitors daily progress of persons being treated in psychiatric hospitals to verify receipt of appropriate treatment.
- Develops recommendations for discharge and follow-up treatment planning for clients and their families, including making appropriate referrals and other arrangements for client treatment.
- Works with clients' families to secure their cooperation in treatment programs.
- Evaluates data and consults with other agencies as necessary to ensure that treatment services are available and adequate.
- Provides background information as needed to physicians involved in client treatment.
- Provides outreach services to clients unable to travel to mental health facilities.
- Values persons presented as psychiatric emergencies at department clinics, hospital emergency rooms, law enforcement incidents, jails, and other appropriate community locations.
- Contacts staff of designated 5150 facilities to obtain admission authorization per code requirements.
- Participates in coordination of services with the office of County Counsel and the Public Guardian, related to LPS conservatorship administration.
- Prepares and maintains clinical and administrative records regarding services provided.
- Serves as a liaison with community organizations regarding continuing care services, providing information regarding policies and procedures utilized in the treatment of adults and children.
- Serves as a consultant for other behavioral health personnel.
- Cooperates with professionals from other disciplines in the development of team and collaborative diagnoses and treatment programs.
- May authorize the detention of clients for further evaluation and treatment as provided by state code 5150.
- May provide transportation if necessary.
- May develop, conduct, and participate in training programs, including the teaching of diagnosis and treatment methods for other departments and community agency staff.
- May provide some direction and training for paraprofessional staff.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Basic knowledge of principles, techniques, and trends in counseling, psychotherapy, and various treatment modalities.
- The concepts of recovery and resiliency and ability to translate these concepts into practice.
- Basic knowledge of biological, behavioral, and environmental aspects of emotional disturbances, mental disabilities, retardation, and substance abuse and methods used for problem analysis and resolution.
- Basic knowledge of methods, practices, and procedures of mental health programs, including but not limited to the areas of counseling, crisis intervention, psychotherapy, case management practices, and use of psychotropic medication.
- The scope and activities of available private and public community resources.
- Basic knowledge of legislative and administrative rules and regulations pertaining to Lanterman-Petris-

- Short and Short-Doyle services.
- Emerging best practice models.
- Methods, practices, and procedures required for proper dispensation of medication to clients.

Ability to:

- Learn to perform a variety of supportive/rehabilitative services, which may include assisting with psychiatric social work, psychotherapy, and other services for behavioral health department clients.
- Assist with medication management
- Develop and maintain cooperative, constructive relationships with families of clients, members of other professional disciplines, partner agencies, and other staff.
- Work with partner agencies, family members, and clients in developing innovative strategies to meet client needs.
- Develop clear and comprehensive case records and documentation.
- Learn to prepare care plans and a variety of reports.
- Organize and manage a caseload.
- Learn and understand the rehabilitation specialist role and deal with clients in a variety of circumstances and settings in accordance with professional standards and ethics.
- Learn to conceptualize and prioritize the problems of individuals with mental illness and their families, determining their needs for services and support.
- Learn to recognize potential crises and deliver crisis intervention services.
- Handle stress and unstable client behavior concerns of family members and partner agencies.
- Effectively represent the behavioral health department in contacts with clients, the public, community organizations, other county staff, and other government agencies.
- Regularly work well under pressure, meeting multiple and sometimes conflicting deadlines.
- Constantly demonstrate cooperative behavior with colleagues, supervisors, customers, and clients.

Licensing and certifications:

Possession of, or ability to obtain, a valid California Driver's license.

Possession of a valid license as a Psychiatric Technician in California.

Education and Experience:

Completion of sufficient education and experience to meet State of California certification requirements.

WORKING CONDITIONS, ADA AND OTHER REQUIREMENTS

The County of Lake is an equal opportunity employer. The County of Lake will comply with its obligations under the law to provide equal employment opportunities to qualified individuals with disabilities.

Positions in this class typically require sitting, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions. Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for light work.

Incumbents generally work in a typical office environment with adequate light and temperature. There may be occasional exposure to extreme temperatures, loud noise, fumes, noxious odors, dust, mist, gases, and poor ventilation; underground, confined, or restricted workspaces; and heights more than five stories above ground level. Incumbents may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Positions in this class may require local and statewide travel as necessary.

Disaster Service Workers: As members of the County of Lake Emergency Services Organization, all County of Lake employees are designated as Disaster Service Workers during a proclaimed emergency and may be required to perform certain emergency services at the direction of the department/county.

The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The County of Lake assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a “meet and confer” process and are subject to the Memorandum of Understanding currently in effect.