

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV78514
Job Class Code:	770	Salary Schedule:	AREG
EEO Category:	03	Grade:	17
Workers Comp Code:	8833		

Job Code Established:	02/09/99	Effective Date:	
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Psychology, Mental Health and Related Series

JOB CODE TITLE: MENTAL HEALTH PROGRAM SPECIALIST III

HRIS TITLE: MENTAL HLTH PRG SPCT III

CHARACTERISTICS OF THE CLASS: Works under general supervision of a registered nurse, and performs assigned duties within established program policies and procedures. Exercises independent judgment and may provide instruction and lead activities, on occasion, to lower level staff. Implements treatment plans and programs; provides instruction to lower level staff; works with staff to maintain a safe and therapeutic environment. Performs journey level job tasks in the support of psychiatric patients at the Arizona State Hospital (ASH), OR civilly committed sexual offenders at the Arizona Community and Protection and Treatment Center (ACPTC) at ASH. Provides specialized care, treatment and security for psychiatrist patients; conducts individual and/or group facilitation; provides assistance in specialized therapy programs under guidance of professional staff; searches rooms and persons for contraband; inspects rooms for cleanliness; maintains records of work performed if patients are involved in Work Incentive Points program; and escorts/transport patients.

Work product consists of Patient motivation/modification; treatment plans followed; continuity of care; accurate charting and keeping records; documented medical care and progress of patients. Responsible for creating a safe and therapeutic environment for patients; co-leading therapeutic treatment, education, and recreational activities; interacting on a one-to-one basis with patients in problem solving techniques; occasionally provides lead instruction/activities to lower level staff.

EXAMPLES OF DUTIES: Discusses the concerns expressed by patients; listens, offers suggestions, and helps patients to understand and reach program goals and objectives. Confers with and advises lower level staff on the various disciplines of ongoing treatment status of patients. Encourages patients to participate in group or individual recreational, social, and related activities. Participates in establishing and maintaining a safe, orderly and therapeutic environment. Transports/escorts patients to designated areas and/or activities within the institution and/or outside in the community. Motivates patient groups and participates in games, sports, social and recreational activities, as a part of personal interaction activity in carrying out treatment goals. Restrains aggressive and/or violent patients; uses leather restraints; places patient in seclusion. May coordinate and direct the activities of assigned staff, schedule and prioritize work activities; provides technical advice and assistance, as requested.

Recognizes the needs and concerns of psychiatric patients. Attends and contributes as an active member of interdisciplinary team. Assists in medical and psychotropic medication emergencies; assesses patients' conditions, evaluates physical status; administers first aid. Conducts searches of patients and/or units for contraband; accounts for objects in the unit which could present a danger to patients and others in the unit; follows policy regarding safety procedures. May monitor and/or assess patients in seclusion or restraint. Attends patient staff meetings, participates in discussions and problem-solving processes. Reads and studies instructional or information material to increase and expand knowledge base. Performs related work as assigned.

WORK CONDITIONS: Shift work is performed at either the Arizona State Hospital or the Arizona Community Protection Treatment Center, in an area that may involve possible exposure to hazardous situations. Incumbents are expected to lift and/or carry patients.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: mental health principles and techniques involved in treatment; the methods, procedures and techniques used in developing individual treatment plans; visible side effects of prescribed medications; common psychiatric disorders and treatment; group dynamics and group facilitation/behavior modification techniques; the theories of teaching daily living skills; body mechanics to be used in restraints.

Skill/Ability to: apply patient behavior modification and motivation techniques; recognizing patient disorientation, aggressiveness and combative behavior; methods and techniques of crisis intervention; interacting therapeutically with patients; charting behavioral observations of patients; communicating policies, procedures, directions to patients, staff and visitors; following verbal and written instructions.

EXPERIENCE AND EDUCATION: Typical ways to obtain the KSAs would be:

- One year of experience as a Mental Health Program Specialist II; OR
- three years of experience in the care and treatment of the mentally ill, developmentally disabled or physically ill and/or incapacitated patients.
- A Bachelor degree from an accredited college or university in psychology, social work, counseling with an emphasis in clinical work or rehabilitation may substitute for two years of the required experience.
- Masters degree in psychology, social work, counseling with in emphasis in clinical work or rehabilitation and one year of experience in the care and treatment of the mentally ill, developmental disabled or physically ill and/or incapacitated patients.
- Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

SPECIAL SELECTION FACTORS: Attaining permanent status within this class is contingent upon successful completion of the Arizona State Hospital (ASH) training course. A current Arizona driver's license appropriate to the assignment is required at the time of appointment. A medical/physical evaluation is required prior to appointment.