

DACUM Competency Profile for the Psychiatric Technician

A Psychiatric Technician is one, who provides care and treatment for the developmentally disabled,

Duties		Tasks				
A	Maintain Safe and Secure Environment	A-1 Secure staff/hospital equipment (keys, photo ID, alarm pins, cell phones, etc.)	A-2 Check doors for security	A-3 Perform mandated patient/client counts	A-4 Check emergency cart	A-5 Check integrity of adaptive equipment
		A-13 Conduct patient/client body searches	A-14 Supervise use of sharps	A-15 Monitor patient/client to prevent harm and injury	A-16 Protect vulnerable patients/clients from others	A-17 Initiate emergency response system
		A-25 Perform fire and disaster drills	A-26 Maintain integrity of restraint bag	A-27 Use appropriate PMAB technique and application of restraint	A-28 Monitor patient/client while in restraint	
B	Provide Shift Supervision	B-1 Schedule unit staff	B-2 Delegate assigned tasks	B-3 Provide unit orientation	B-4 Mentor new employees	B-5 Manage unit activities
		C-1 Count narcotics	C-2 Verify medication orders	C-3 Transcribe medication orders to MAR	C-4 Prepare medications	C-5 Take vital signs before and after medication, based on order
C	Perform Medication Administration	C-13 Report medication errors	C-14 Maintain integrity of medication room			
		D-1 Monitor patient/client for life signs	D-2 Verify and implement physician orders	D-3 Ensure NPO status maintained	D-4 Monitor intake and output	D-5 Check vital signs
D	Provide Medical Care	D-13 Schedule daily physician visits	D-14 Schedule daily psych call visits	D-15 Assist physician with daily sick call/ temporary conditions	D-16 Assist psychiatrist with daily psych call	D-17 Turn and reposition patient/client
		D-25 Provide wound care	D-26 Provide GI care	D-27 Perform cast care	D-28 Provide basic life support (CPR)	D-29 Assist lab technician

E Assist Patient/Client with Activities of Daily Living	E-1 Encourage patient/client perform tasks independently	E-2 Assist with hygiene	E-3 Assist with grooming	E-4 Assist with toileting	E-5 Manage clothing & linen exchange
	E-13 Monitor for choking precautions	E-14 Teach patient/client use of adaptive equipment	E-15 Supervise maintenance of living space	E-16 Re-enforce awareness of social norms	E-17 Teach patient/client social skills
	E-25 Provide linkages with other sources of care	E-26 Perform urinalysis drug tests	E-27 Coordinate care with other service providers	E-28 Implement discharge plan	
F Manage Patient/Client Daily schedule	F-1 Provide new patient/client orientation	F-2 Provide reality orientation	F-3 Escort & monitor patients/clients to dining room	F-4 Conduct treatment groups	F-5 Liaison to on-site services
	F-13 Facilitate/encourage participation in medication management groups	F-14 Facilitate fresh air breaks	F-15 Facilitate/encourage participation in conditional release program groups	F-16 Facilitate/encourage participation in mock trial groups	F-17 Meet weekly with patients/clients to discuss progress
G Implement Behavioral Interventions	G-1 Monitor and assess suicidal and self harm behaviors	G-2 Implement behavioral treatment plan	G-3 Provide “one-to-one” care	G-4 Implement unit rules	G-5 Listen to patient/client problems
H Maintain Professional Communication and/or Documentation	H-1 Perform end of shift report	H-2 Convey and report changes to treatment team and program management	H-3 Manage patient/client charts	H-4 Document care given	H-5 Update patient/client charts
	H-13 Document financial interactions	H-14 Act as patient client advocate	H-15 Transcribe physician orders	H-16 Perform night shift chart audit	
I Maintain Professional Development	I-1 Maintain patient/client confidentiality	I-2 Maintain professional licensure	I-3 Complete annual mandated training	I-4 Maintain required certifications	I-5 Attend staff meetings

mentally ill, forensic, and other high risk populations.

A-6 Maintain clean environment	A-7 Ensure equipment is maintained	A-8 Inspect living environment for contraband	A-9 Monitor living environment for safety	A-10 Maintain universal precautions	A-11 Escort patient/client on and off hospital grounds	A-12 Check patient/client returning from ground pass/visit for contraband
A-18 Respond to alarms	A-19 Request presence of hospital police	A-20 Identify unknown people on unit	A-21 Check visitors for contraband	A-22 Monitor patient's/client's mail for contraband	A-23 Perform random and scheduled locker checks	A-24 Preserve crime scene
B-6 Monitor patient/client, staff, and students	B-7 Assess and recommend patient/client behavioral interventions	B-8 Solve unit problems	B-9 Attend program meetings	B-10 Perform staff evaluations	B-11 Initiate disciplinary action	B-12 Order unit supplies
C-6 Ensure medication 6-Rights observed	C-7 Provide medication education	C-8 Administer medications to patients/clients	C-9 Verify that medication was taken	C-10 Document medication administered	C-11 Monitor response and side effects of medications	C-12 Order & obtain medications from pharmacy
D-6 Monitor weight & BMI (Body Mass Index)	D-7 Perform diabetic care	D-8 Perform head to toe assessment	D-9 Monitor allergies	D-10 Assess need for additional medical care	D-11 Provide pain management	D-12 Implement NCP's (Nursing Care Plan)
D-18 Provide range of motion	D-19 Assist with adaptive equipment	D-20 Provide Pre-Operative Care	D-21 Provide Post-Operative Care	D-22 Provide respiratory care	D-23 Provide skin care	D-24 Provide bowel & bladder care
D-30 Record and report lab results	D-31 Implement consultation process for medical specialty services	D-32 Visually observe medical drug screen for clean catch urine test				

E-6 Assist with dressing	E-7 Assist with bathing	E-8 Assist with bed making	E-9 Provide nutrition education	E-10 Provide nutritional needs	E-11 Monitor nutritional status	E-12 Assist with mechanical feeding
E-18 Assist with ambulation	E-19 Assist with laundry care					
F-6 Facilitate/encourage participation in relapse prevention groups	F-7 Facilitate/encourage participation in substance abuse groups	F-8 Facilitate/encourage participation in anger management groups	F-9 Facilitate/encourage participation in life skills groups	F-10 Facilitate/encourage participation in coping skills groups	F-11 Facilitate/encourage participation in money management groups	F-12 Facilitate/encourage participation in vocational training
F-18 Participate in team process	F-19 Escort patients/clients to rehab visits. (Canteen, gym, movies & library)	F-20 Assist with leisure activities	F-21 Educate patient/client on multicultural issues	F-22 Manage patient/client based communication		
G-6 Assist patient/client to modify and manage their behavior	G-7 Model appropriate behavior and remain professional	G-8 Teaching positive coping skills	G-9 Intervene in patient/client interactions	G-10 Perform assessment for PRN need	G-11 Monitor patient/client behavior during medication time	G-12 Document behavioral changes
H-6 Complete daily/weekly patient/client notes	H-7 Review and sign any unlicensed staff documentation	H-8 Maintain daily communication log per shift	H-9 Complete patient/client flow sheets	H-10 Complete special incident reports	H-11 Complete abuse reporting	H-12 Maintain documentation of patient/client property
I-6 Participate in facility committees	I-7 Maintain adherence to facility policies and procedures					

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Acronyms Used

ConRep	Conditional Release Program
DD	Developmentally Disabled
I&O	In & Out/Intake & Output
NCP	Nursing Care Plan
NPO	Nothing by mouth
MAR	Medication Administration Record
PMAB	Prevention and management of assaultive behavior
PRN	As needed
ROM	Range of Motion
V/S	Vital Signs

Tools, Equipment, Supplies and Materials

Alarm	Keys	Shower
Alcohol swabs	Lab slips	Soap/sanitizer
Ambu bag	Linens	Solution
Band aids	Mask	Specimen collection cups
Basin	Medication book	Spit guard
Bed	Medication/medication cart	Sterile equipment
Blood pressure cuff	Medicine cup	Stethoscope
Brushes	Name tags/badge	Suction machine
Charts	Nebulizer	Suture kit
Combs	Newspaper	Syringe
Computer	Normal saline	Tape
Condoms	Ointments (treatment)	Telephone
Crutches	Oximeter	Television
Electrical outlet	Oxygen cart	Thermometer
Emergency cart	Paper	Tongue blade
Fax machine	Pen	Toothbrush
Flashlight/batteries	Pitcher of water	Toothpaste
Forms	Q-tip	Towels
Fridgerator	Restraints	Treatment book
Gauze	Saddle soap	Treatment table
Gloves	Scale	Wash clothes
Glucometer	Scissors	Watch
Gurney	Sharps container	Water
Infection bag (red)/spill kit	Shavers	Wheel chair

General Knowledge and Skills

Ability to establish effective therapeutic relationships	Group processes
	High school diploma or equivalent

Ability to learn and apply sound judgment for situations
 Awareness of custody procedures
 Awareness of regulations (JACHO, HIPPA, CRIPPA, Title 22, OSHA)
 Behavior modification
 Body mechanics/gait
 Communication skills/teamwork
 Conflict resolution
 Critical thinking skills
 Cultural awareness
 D.D. awareness
 Emergency procedures
 Fundamentals of nursing

Interpersonal skills
 Knowledge of mental health principals and techniques with mentally ill
 Leadership skills
 Maintain hospital policies and procedures updates (CPR, PMAB)
 Medical terminology
 Multi-tasking
 Nutrition
 Organizational skills
 Pharmacology
 Teaching skills
 Time management

Worker Characteristics/Behaviors

Accountable	Firm	People skills
Active listening	Flexible	Positive attitude
Assertive	Giving	Process constructive criticism
Boundaries	Good assessment skills	Professionalism
Caring	Honesty	Punctual
Common sense	Integrity	Respectful
Communication skills/writing	Kind	Responsible
Compassionate	Know own issues	Sound judgment
Consistent	Learn from mistakes	Team Player
Fair	Mental aware/alert	Tolerance
	Motivation	

Future Trends and Concerns

Aging population (clients/patients)
 Continuous changes regarding reduction in seclusion and restraint
 Harper Hearings
 Increase in computer skills (POS)
 Increase of reporting (abuse reports, pain management)
 Insuring environment free of violence, sexual harassment
 Mandated overtime/floating
 Recovery model: mall concept
 Reduction of required licenses
 Training for staff
 Working with increased percentage of unlicensed staff