

Job Description
Direct Support Professional
Position Title: Behavioral Technician

Reports To: Facility Program Director

Level & Employee Status: Level I - Part-time (less than 30 hours per week)
*Full-Time if already Full-time and transferring from a different position.

Starting Wage: \$15.00 per hour

Position Summary:

The behavioral technician is responsible for assisting a client who has been identified as “extreme” in behavioral challenges. An “extreme” client is a client who meets Cascade’s established criteria, has behavioral challenges, and may become physically assaultive.

The State of Washington is committed to transitioning adults with developmental disabilities out of state institutions. Because this client is identified as an “extreme” client, lived in an institution and exhibits significant challenges in the community, the client is in an Enhanced Rate program that allows us to create the Behavior Technician position.

The behavior technician pay rate is in effect only when staff are providing direct service for the identified “extreme” client in the enhanced rate program. Staff will be paid their regular rate of pay when not working with this client. The agency accountant will establish two rates of pay for staff: (1) Regular rate of pay; (2) Pay at Enhanced Rate for that site.

The Behavior Tech will assist the client to reach his fullest potential spiritually, intellectually, emotionally and physically. Behavior Tech must be willing to work with all program participants, and is responsible for assisting each participant with his/her daily needs (Activities of Daily Living - ADLs). Hours and shifts at the Enhanced Rate Site will vary depending upon the needs of the Enhanced Rate client.

Qualifications:

- Must be at least 18 years old and have a High School Diploma or equivalent.
- A minimum of 6-months experience working in Direct Care with adults with developmental disabilities
- Ability to consistently work with challenging customers
- Completed Advanced Right Response and fluent in Advanced Right Response skills
- Available for weekly team meetings to practice Advanced Right Response skills
- Positive attitude while working with difficult populations in order to be a role model to his/her peers
- Ability to work with a diverse client populations in a variety of settings

- Willing to take direction in development of behavior management and crisis resolution skills
- Ability to work independently and in a group
- Ability to assess and manage challenging/crisis situations.
- Additional suggested courses include: Navigating Challenging Behaviors, Advance Positive Behavior Support, Incident Reporting, Mandatory Reporting and Peer Coaching.
- Employees are expected to treat all participants with respect and relate in a warm and caring manner.
- Carry out housekeeping chores, teach and be responsible.
- Be organized and efficient, able to communicate effectively with participants, parents/guardians, co-workers, physicians and other entities associated with the community residential program.
- Must clearly speak, understand, and write in English.

Duties & Responsibilities:

1. Provide participant with daily personal care, (e.g. bathing, toileting, etc.) and supervision to ensure safety and well-being at all times.
2. Know, understand and regularly review Plan of Care.
3. Know, understand, document and regularly review Positive Behavior Support Plans.
4. Carry out all training programs and IISP goals as scheduled, document on all goals worked on and report any problems to Direct Support Advocate.
5. Able to communicate by reading and writing S-Comms (Secure Communication).
6. Complete all documentation on assigned participant prior to leaving shift, i.e. double check to ensure medications have been signed off, BM and seizure logs, Therap ADLs, provide office with receipts for purchases, etc.
7. Support participants to complete ADLs as independently as possible.
8. Protect and maintain confidentiality of participant records and information.
9. Report unusual or emergent situations to the Program Director or on-call designee expeditiously.
10. Support participant in accessing the community by providing transportation in agency vehicle.
11. Support participant in accessing the community by referring to activity calendars while allowing flexibility for scheduled and non-scheduled outings. Assist participant to interact safely with community members (i.e. at banks, grocery stores, medical facilities, etc.). The “extreme” client requires two staff in the community. Staff will have trial outings and slowly extend the amount of time spent in the community.
12. Participate in all designated in-service trainings and attend all staff meetings as directed by the facility Program Director.
13. Abide by and assist in enforcing the agency’s policies and procedures.
14. Assist and instruct participant in emergency evacuation procedures.
15. Follow Plan of Care in regards to medication administration and document medications in accordance with policy. Staff will communicate with delegating nurse and manager any changes in condition.

16. Counsel, advise, and support participant according to the written policies and procedures of the program.
17. Establish and maintain positive communication and working relationships with participant and their guardian, family members, neighbors, visitors and staff from outside.
18. Document any unusual occurrences on general event tracking in Therap within 24 hours of the incident. Alert all necessary managers and/or on-call designee.
19. Immediately report evidence of abuse or neglect witnessed to Residential Care Services (Complaint Resolution Unit) and the Program Director.
20. Differentiate hours worked with “extreme” client on time sheets at the beginning and end of each shift and sign and turn them in to the Program Director by due date.
21. Strive to offer participant support, guidance, and direction in carrying out his/her responsibilities, activities and decisions.
22. Set a warm, accepting environment conducive to learning.
23. Carry out basic household chores such as cooking, cleaning, laundry, etc.
24. Make minor repairs on the home or equipment and/or report maintenance issues to the Program Director. This includes maintenance issues involving client equipment.
25. Help keep the home and vehicles clean and organized, reporting any damage or problems that might require further attention to the Maintenance Staff (if applicable) and/or Program Director.
26. Staff will conduct themselves in a professional manner at all times.
27. Staff may be asked to do a wide variety of tasks/activities to maintain the program and to maintain the health and safety of the participant.

Requirements: (To be obtained as noted below)

1. First Aid and CPR certification (within 2 weeks of employment and prior to working with participants unsupervised)
2. Valid Washington State Driver’s license (upon hire)
3. Clear Driving Record (prior to transporting participants)
4. Residence phone or cell phone.
5. Reliable Transportation
6. HIV/HBV training (within 30 days of employment)
7. Health and Safety/Orientation training (first day of hire)
8. 70-Hours of Core Basic and Population Specific Training (must have all trainings within 120 days of hire and have Home Care Aide Certification prior to working with clients unsupervised and within 200 days of hire)
9. HCA certificate/Nurse Core Training/Nurse Delegation training (prior to administering medications to delegated client).
10. Mental Health Specialty Training
11. DD Core Classes
12. Dementia Specialty Training
13. Initial Background Check within 1 day of hire and clear Fingerprint Based Background Check (initiated upon obtaining results from initial check – clear results prior to working with participants unsupervised)
14. Disclosure Statement (upon hire)
15. Negative Drug Test

16. Advanced Right Response (within one month of hire)

General Physical Requirements (not specific to “extreme” client):

1. Lifting, transferring, and positioning clients.
 - a) At times there is one person or two person lifts required. Participants may require transferring with the use of a Hoyer lift. See individual client care plans for procedures.
 - b) In an emergency, staff will be expected to be able to move up to 100lbs.
2. Bending, scooping, and reaching.
 - a) Assisting participants with physical therapy exercises.
 - b) Dressing participants and changing attends when necessary.
 - c) Laundry, carrying supplies, and putting supplies away.
 - d) All phases of house cleaning (mopping, vacuuming, picking up, dishes, washing windows, etc.)
 - e) Minor repairs and maintenance (changing light bulbs, yard work, etc.)
3. Transportation:
 - a) Assisting both wheelchair bound and mobile participants in and out of the van if needed.
 - b) Follow proper procedures for securing seat belt straps, safety straps and belts for wheelchairs.