



JOB TITLE: BEHAVIORAL HEALTH TECHNICIAN I
DEPARTMENT: TREATMENT SUPPORT PERSONNEL
LOCATION (S): CARSON CITY, ELKO
SUPERVISOR: BEHAVIORAL HEALTH TECHNICIAN III / CORPORATE MANAGEMENT

JOB SUMMARY:

A behavioral health technician works closely with consumers enrolled in the detoxification component and/or residential treatment for substance use disorder. Takes direction, is given assignments, and informed of any procedural changes by the behavioral health technician III and company management assigned to supervise the various facilities.

JOB DUTIES AND RESPONSIBILITIES:

- Will remain on site (will not leave the building) and remain fully awake while on duty.
- Use appropriate equipment to read and interpret vital signs accurately, which includes reading a thermometer, taking blood pressure and pulse. Employees will be able to take vitals manually should equipment fail.
- Ensures that consumers comply with “Community Guidelines for Healthier Living.”
- Admits consumers to detoxification using set criteria.
- Monitors and enforces assigned consumers chores.
- Accurately records and reports consumers whereabouts, behaviors, medication received, and vital sign readings.
- Responds to emergencies within the scope of training.
- Conducts consumers’ admissions and discharges in accordance with set policies and procedures.
- Conducts orientation of new consumers to the facility and room assignments.
- Routinely sets and checks alarm system, conducts security check of building, perimeter checks according to facility in which they are assigned.
- Completes cleaning chores to include heavy cleaning assigned by supervisor.
- Inventory supplies as needed.
- Transportation of consumers to approved activities or appointments.
- Performs clerical duties as required by supervisors.
- CPR certification will be maintained as required.
- Be familiar and follow the “Code of Ethics” as stated in NAC 641 C as provided during training.
- Must comply with confidentiality requirements as set forth in CFR42 Part I & II and HIPAA.
- Able to work various shifts that are usually less than forty hours per week with additional time as required.

- Other duties as deemed necessary and assigned by the behavioral health technician III and/or company management.

KNOWLEDGE AND SKILLS:

- Knowledge of substance abuse and mental health.
- Exhibits good people skills, telephone etiquette and communication skills.
- Maintains certification as a Detoxification Technician as required.
- Problem solving abilities and skills using best practices judgment.
- Problem solving abilities and adaptability to address varying consumer needs.
- Familiarity with de-escalation skills.
- Able to remain calm while under pressure.

QUALIFICATIONS:

- A valid Nevada driver's license and proof of insurance.
- Must have the ability to be self-motivated and perform independently.
- The ability to collaborate with colleagues and community partners from other disciplines and referral sources.
- Able to adhere to all privacy and confidentiality policies; and capable of using electronic health records.
- Have the ability to follow up on all assigned tasks until completed.
- Physical stamina and the ability to perform tasks that require bending, lifting, and standing for extended periods of time.
- Must consistently provide a negative drug screen from all illicit substances.
- Must be 18 years of age or older.
- Must demonstrate a thorough knowledge of Vitality Unlimited policies and procedures.

EDUCATION:

- High school diploma or GED equivalent desired.

BEHAVIORAL HEALTH TECHNICIAN I

I have read the job description and understand fully the duties of my position.

Employee Signature

Date

Human Resources Specialist Signature

Date

Job description. Revised 05.14.24

References: Information obtained from Workable. (n.d.) Behavioral Technician Job. Workable. Retrieved from: <https://resources.workable.com/behavioral-technician-job-description#:~:text=Behavioral%20Technicians%20assist%20Behavior%20Analysts,or%20Doctor%20during%20scheduled%20checkups.>

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