

# Fairview Health Services

## SYSTEM

### POSITION DESCRIPTION

<b>Position Title:</b>	<b>Behavioral Assistant</b>	<b>Job Class:</b>	<b>N25: Non-Contract Technical</b>
<b>Job Code:</b>	<b>F03889</b>	<b>Rev Date:</b>	<b>January 2014</b>
<b>Entity/Department Name:</b>	<b>Behavioral Services</b>	<b>Approved By:</b>	
<b>Position Summary</b> (This information may be used for posting or advertising the position.)  The Behavioral Assistant is responsible for assisting the nursing staff in maintaining a safe environment in the in-patient setting. Respond to, assist and observe patients. BCS response priority			
<b>** Role expectations are the essential functions and accountabilities of the role (core competencies) that describe minimum physical or mental skills and abilities fundamental to the position.</b>			
<b>Role Expectations</b>			
*Monitors and maintains physical safety of patients through active involvement, observation and intervention under the direction and supervision of the RN.			
*Participates in unit specific routines as assigned.			
<ul style="list-style-type: none"> <li>• Patient accountability rounds</li> <li>• Patient searches on admission; listing and storing belongings</li> <li>• 1:1 observation of patient</li> <li>• Setting up and monitoring meals</li> <li>• Vital signs and weights</li> <li>• Monitoring visiting hours</li> </ul>			
*Responds and participates in BCS and CPR.			
*Transports patients, equipment and supplies.			
*Documents according to unit/policy requirements.			
*Conducts environmental safety checks observing for broken equipment, security of windows, door locks, etc.			
* Demonstrates ability to provide care or service adjusting approaches to reflect developmental level and cultural differences of population served. <ul style="list-style-type: none"> <li>• Partners with patient care giver in care/decision making.</li> <li>• Communicates in a respectful manner.</li> <li>• Ensures a safe, secure environment.</li> <li>• Individualizes plan of care to meet patient needs.</li> <li>• Modifies clinical interventions based on population served.</li> <li>• Provides patient education based on assessment of learning needs of patient/care giver.</li> </ul>		Knowledge of physical, psychosocial and cognitive developmental needs of population served.  Knowledge of age appropriate outcomes and interventions.	
<b>Organizational Requirements</b>		<b>Knowledge, Skills and Abilities Needed</b>	
* Completes all initial and annual required learning relevant to the role. * Complies with all relevant laws, regulations, and policies. * Contributes to a safe work environment.			
<b>*** This description is intended to provide only basic guidelines for meeting job requirements. Responsibilities, knowledge, skills, abilities and working conditions may change as needs evolve.***</b>			

**Minimum Qualifications to fulfill position responsibilities.**

**Education:**

**Minimum Education**

What is the minimum level of education needed to perform this job, if any?  
Two years college equivalent.

If degree required, in what area?  
Human services field

**Preferred Education**

What level of education is preferred for this job, but not required?  
Junior or Senior in an accredited college or an Associate's degree

**Minimum License/Certification/Registration**

What License/Certification/Registration is required for this position?

**Preferred License/Certification/Registration**

What License/Certification/Registration is preferred for this position, but not required?  
CPR certification

**Experience:**

**Minimum Experience**

What is the minimum level of experience needed to perform this job, if any?

**Preferred Experience**

What level of experience is preferred for this job, but not required?  
6 – 12 months experience with emotionally disturbed persons.

**Additional Requirements:**

List position requirements not described above (e.g., computer hardware/software, other office equipment, laboratory equipment, prior supervisor experience, etc.)

**Special Considerations (list unique elements of this position, if any)**

Due to differences in scope of care, practice, or service across settings, the specific experience required for this position may vary.

**Job title to which this position typically reports:** | Program Director

**Job titles that typically report directly to this position: NA**

**Job titles that typically report indirectly to this position: NA**

## PHYSICAL AND MENTAL DEMANDS

**Position Title:** Behavioral Assistant  
**Department:** Behavioral Services

**Job Code:** F03889  
**Entity Approved for:** UMMC

Listed are physical and mental components of the job that must be met with or without accommodations.

Physical Demand	Never 0%	Occas. 1-33%	Freq. 34-66%	Cont. 67-100%	Essential	Non- Essential
Sitting			X			X
Standing				X	X	
Walking				X	X	
Lifting/Carrying: Shoulder to overhead		X-35lbs*			X	
Knees to shoulder			X-35lbs*		X	
Waist to waist			X-35lbs*		X	
Below the knees		X-35lbs*			X	
Pushing/Pulling			X-35lbs		X	
Climbing (Stairs / Ladder)		X			X	
Balancing		X			X	
Bending/Stooping (lumbar)		X			X	
Kneeling		X				X
Firm grasping			X		X	
Simple/gentle grasping			X		X	
Fine manipulation/fingering/keyboarding			X		X	
Reaching: Below shoulders		X			X	
Across (waist to shoulder)			X		X	
Above shoulder level		X			X	
Repetitive Motion (arms, wrists, hands)			X		X	
Operating motor vehicle	X					
Operating machinery	X					
Physical presence at worksite				X	X	
<b>Talking, Hearing and Vision – Essential:</b>						
<b>Talking</b>		<b>Hearing</b>		<b>Vision</b>		
In person/on phone	X	Normal conversation	X	Color		X
		Alarms/equipment	X	Read common sized print		X
<b>Physical Environment – Exposure to:</b>						
Noise	X	Fumes/Gases	X	Chemicals		X
Extreme Heat/cold		Human tissue/fluids/biohazard	X	Particulates/dust		
Infectious Disease	X	Animals		Lasers		
Moving Machinery/Equipment	X	Radiation	X	Work Outside		
Vibration	X	Wet/humid Environment		Elevated Platforms		
Confined spaces						
<b>Mental Demands - Ability to:</b>						
Work with freq people contact	X	Work with freq interruptions	X	Multitask		X
Work with irregular schedule	X	Make decisions	X	Work with freq deadlines		X
Supervise others		Concentrate	X	Organize and prioritize		X
Complete detailed work	X	Work Independently	X	Collaborate with others		X
Remember & apply information	X	Understand/follow basic instruction	X	Express ideas orally		X
<b>Special considerations/ Unique Environment Demands</b>						
*Transfers >35lbs requires assist of other staff and/or mechanical lifting device						