

EDITED KSA LISTING

CLASS: SENIOR PSYCHIATRIC TECHNICIAN (SAFETY)

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

#	Knowledge, Skill, Ability
	Knowledge of:
K1.	Basic knowledge of custody procedures and public and property protection policies to ensure safety and security of self, staff and inmates in a correctional setting.
K2.	Basic knowledge of fundamentals of nursing care, (i.e., general behavioral and psychiatric procedures, patient/inmate behavior, mental health principles and techniques, etc.) involved in the care of individual or groups of inmate/patients requiring mental health treatment in a correctional setting to ensure continuity of care and safety and security.
K3.	Basic knowledge of fundamentals of nursing care, (i.e., general behavioral and psychiatric procedures, patient/inmate behavior, mental health principles and techniques, etc.) involved in the care of individual or groups of inmate/patients requiring mental health treatment in a correctional setting to ensure continuity of care and safety and security.
K4.	Basic knowledge of medical terminology, to facilitate communication between health care professionals and provide adequate documentation (i.e. procedure, symptoms, etc.) ensuring continuity of care for the institution/health care facility, etc. in a correctional setting.
K5.	Basic knowledge of pharmacology necessary for the delivery of nursing care to meet the medical and psychological needs of the inmate/patients in a correctional setting.
K6.	Basic knowledge of health care procedures for medical and mental health care facilities (i.e., patient care, policies and procedures, etc.) to provide effective supervision to staff, ensure quality and continuity care for inmate/patients, safety and security for self, staff inmate/patients, etc. in a correctional setting.

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#	Knowledge, Skill, Ability
K7.	Basic knowledge of supervisory principles and practices in patient management to enable staff supervision, ensure quality inmate/patient care, provide continuity of care, safety, security, etc. in a correctional setting.
K8.	Basic knowledge of departmental objectives and supervisory role in meeting equal employment opportunities goals to ensure non-discrimination in the workplace.

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	Skill to:
S1.	Skill to apply basic nursing knowledge, to ensure delivery of quality inmate/patient care in a correctional setting.
S2.	Skill to establish effective professional therapeutic relationships with patients/inmates to ensure delivery of quality care in a correctional setting.
S3.	Skill to identify symptoms requiring medical or psychiatric attention for inmate/patients to ensure delivery of quality care, diagnosis, etc. in a correctional setting.
S4.	Skill to work with a treatment team to develop individualized treatment plan programs (i.e., occupational, recreational, vocational, and educational therapy) for patients/inmates in a correctional setting.
S5.	Skill to keep appropriate records (i.e., staff schedules, group schedules, assignment records, special assignments, etc.) to ensure clear and concise record keeping and to meet regulatory and contractual requirements.
S6.	Skill to develop clear and concise reports (i.e., 602 -Inmate Appeal Response, 128c – Informational Chrono, Special Incident Report, 7219 – Special Incident Report, Individual development Plans, Probationary Reports, etc.) pertaining to inmate/patients or staff to ensure confidentiality, timeliness, accuracy, comply with laws, rules and regulations, meet departmental policies and procedures, complete work assignments, etc.

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S7.	Skill to supervise a group of nursing staff in the professional development of work and delivery of health services, to ensure continuity of inmate/patient care, safety and security of self, staff, and inmate/patients, etc. in a correctional setting.
S8.	Skill to follow directions in an appropriate professional manner to ensure security, compliance to policy and procedures, and continuity in the delivery of health care services in a correctional setting.
S9.	Ability to communicate effectively verbally and in writing to ensure effective communication with staff and inmate/patients, compliance to policy and procedures and regulatory requirements, etc and to Develop and maintain a professional working relationship and appropriate attitude toward staff in a correctional setting to ensure a workplace free of harassment and discrimination.

	Ability to:
A1.	Ability to apply sound judgment for situations, think and act quickly in emergencies, including the protection of persons and property to ensure security and the safety of self, staff and inmate/patients in a correctional setting.

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	Special Personal Characteristics:
SPC1	Demonstrated patience in dealing with staff and inmate/patients within a correctional setting in order to maintain a professional therapeutic environment.
SPC2	Demonstrated tolerance in dealing with staff and inmate/patients within a correctional setting in order to maintain a calm positive attitude during volatile situations.
SPC3	Demonstrated tact in dealing with staff and inmate/patients within a correctional setting in order to maintain a professional therapeutic, safe, and secure environment.
SPC5	Demonstrated alertness in dealing with staff and inmate/patients within a correctional setting in order to maintain a safe and secure environment.
SPC6	Demonstrate a neat personal appearance in adherence to the department's dress code to maintain professionalism.

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	Special Physical Characteristics:
SPHC1	Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job to prevent endangering the health and well being of the incumbent, fellow employees, patients/inmates within a correctional setting.
SPHC2	Normal hearing and vision required for successful job performance within a correctional setting to maintain a safe and secure working environment for self, staff, and inmate/patients.

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	WORKING CONDITIONS
WC1	Willingness to work at correctional facilities in the Department of Corrections.
WC2	Willingness to have and maintain a neat personal appearance and hygiene.
WC3	Willingness to respond to changes in the workplace in a positive, professional manner.
WC4	Willingness to promote positive, collaborative, professional working relations among co-workers and staff.
WC5	Willingness to accept constructive criticism and respond appropriately.
WC6	Willingness to interact professionally with people (e.g. contract staff, inmate/patients, and other agency personnel) from a wide range of cultural backgrounds in the course of completing work tasks and assignments.
WC7	Willingness to work in a team environment, including interdisciplinary teams.
WC8	Willingness to work various schedules (e.g. day shift, swing shift, night shift).
WC9	Willingness to comply with safety and security procedures.
WC10	Willingness to provide medical and psychiatric treatment to inmates.
WC11	Willingness to comply with tuberculosis screening requirements.
WC12	Willingness to possess a current license as a Psychiatric Technician.

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WC13	Willingness to provide instruction or oversight regarding departmental policies, procedures, standards, and practices to employees.
WC14	Willingness to Willingness to work overtime hours if required.
WC15	Willingness to Willingness to work rotating shifts (e.g., day shift, swing shift, sight shift) to provide 24-hour per-day staff coverage of work area.
WC16	Willingness to work weekend shifts (e.g., Saturday and/or Sunday) in emergency situations on an as needed basis.
WC17	Willingness to work holiday work shifts in emergency situations on an as needed basis.
WC18	Willingness to work holiday work shifts on a regular, rotating basis.
WC19	Willingness to wear protective clothing and apparatus as required when working in a correctional setting.