



University System of Maryland Job Class Specification

TITLE: PSYCHIATRIC ASSOCIATE
FLSA: NONEXEMPT
EEO6: H70
IPEDS-SOC: P-292053

JOB CODE: N07PKU
JOB TYPE: INST SPECIFIC UMB
JOB FAMILY/SERIES: PSY

APPROVED BY:
Chancellor Donald N. Langenberg

EFFECTIVE DATE: 07/01/96

JOB SUMMARY

Under direct supervision, assists in providing direct patient care to a population with a wide range of psychiatric difficulties. Provides routine research support.

PRIMARY DUTIES

1. Assists an interdisciplinary team in assessing patient's needs and skills.
2. Observes, records and interprets changes in the behavioral and emotional status of patients.
3. Assists in devising a plan for the development of the patient's physical, intellectual, and emotional capabilities. Coordinates implementation of recreation, wellness, and other similar activities.
4. Assists in the administration of experimental drugs. Observes, records, and assists in the analysis of patient behavior subsequent to drug administration.
5. Assists in implementing and monitoring nursing care plans.
6. Determines appropriate interventions at critical points during the treatment process.
7. Assists in securing, coordinating, and monitoring services needed to carry out individual programs for patients.
8. Assesses the environmental needs of the unit and recommends and/or initiates appropriate action in coordination with the professional staff.
9. Serves as a liaison with patient's families by providing education and support services.
10. Assists in the compilation, analysis, and reporting of research

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data.

11. May provide guidance and direction to other staff.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

MINIMUM QUALIFICATIONS

EDUCATION: Associate of Arts degree in any of the following areas of study: psychology, human development, social work, special education, counseling, activity therapy, mental health, or developmental disabilities.

EXPERIENCE: Three years providing direct patient care in a psychiatric setting.

OTHER:

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

General knowledge of interdisciplinary treatment methodologies and therapeutic techniques in the treatment of the mentally/emotionally ill. General knowledge of and ability to assist with treatments and operate medical equipment. Ability to assess the physical, intellectual, and emotional assets and deficits of patients. Ability to plan, coordinate, and monitor direct care and other support services. Ability to communicate effectively orally and in writing. Ability to write reports and maintain up to date and accurate records. Ability to perform extensive standing and walking. Ability to lift and position patients. Ability to provide guidance and training to others.

OTHER: Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

CONDITIONS OF EMPLOYMENT

Candidates selected for employment may be subject to medical inquiries and/or medical examination to determine the ability to perform the job. Employees in this job class may be subject to pre-employment and random drug testing. Overtime, weekend, on-call, and shift work may be required in some positions.