



Example of Mental Health Associate Job Description

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Our company is growing rapidly and is looking to fill the role of mental health associate. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for mental health associate

- Contacts patients prior to appointments for reminder purposes via telephone and contacts patients who fail appointments
- Create and maintain standards and systems for care delivery for your department
- Promotes the development and safety of the residents
- Practices good handwriting techniques, follows Universal Precautions
- Assesses and ensures the needs of the residents are being met in relation to clothing, linens, and personal hygiene supplies
- Have necessary materials available to conduct psycho education groups
- Provides appropriate crises intervention by anticipating and responding quickly to escalating behaviors
- Use active listening skills and appropriate tone and volume of voice, while offering a variety of positive coping skills
- Performs additional duties as assigned by the Unit Manager, Lead MHA, Director of Residential Services, or other administrative persons
- Follows program schedule/milieu with minimal supervision

Qualifications for mental health associate

- Two years experience in a health related field preferred
- Minimum two years experience in providing direct treatment services to children and families

- Master of Science in Nursing (MSN) or master's degree in related field
- Basic Life Support (BLS) certification for Healthcare Provider
- Master of Science in Nursing (MSN) or Master degree in related field