



Example of Psychiatric Technician Job Description

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Our growing company is searching for experienced candidates for the position of psychiatric technician. 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 psychiatric technician

- Provide milieu management for up to seven acutely ill psychiatric patients
- Be responsible for searching all patients and visitors upon admission to the unit
- Responds to Anchorage Police upon admission of patients to assist in the admission and traige of involuntary pateints
- Assist in the patient admitting, transfer, and discharge procedure
- Transport patients via wheelchair and stretcher
- Prepare rooms for procedures, with required equipment and supplies stocked to appropriate levels
- Functions effectively in emergency and stressful situations remains calm
- Obtain and record vital signs per unit policy/standards of care
- Conduct screening for pain, allergies, and other patient specific measures during office visits per unit standards
- Document blood pressure finding, pain score, and allergy information in the EMR

Qualifications for psychiatric technician

- Utilize daily schedules in identifying tasks/flow to be carried out with assigned patients/groups
- Perform specimen collection duties
- Notify provider of patient arrival

- Perform telephone outreach activities to reschedule patients who may be due for appointments or have missed a previously scheduled appointment
- Assist in workflow and processing of patient documents with all providers