

# Elite Youth & Family Services, LLC



## Behavioral Health Technician Job Description

### Minimum Qualifications:

- Has a bachelor's degree and at least one year of full-time behavioral health work experience  
OR
- Has a high school diploma or high school equivalency diploma AND • 18 credit hours of post-high school education in a field related to behavioral health completed no more than four years before the date the individual begins providing behavioral health services AND
- two years of full-time behavioral health work experience  
OR
- Four years of full-time behavioral health work experience

### Position Responsibilities:

- Supportive protective oversight of patients
- Provide mentoring for life skills and behavior management.
- Know and understand the needs and services identified in Treatment Plans. • Provide safe transportation for patients. Always adhere to all transportation laws. • Prepare daily case notes on patient's progress and activities in a timely manner and meeting the content expectations.
- Report any abuse, neglect or incidents as outlined in policy and procedures. • Communicate with peers and supervisors in a timely and professional manner. • Present himself/herself in professional appropriate attire according to the daily activities planned.
- Ensure their personnel file is maintained. Don't allow required items to expire. • Read, understand and follow all EYFS Policy & Procedures.
- Participate in training.
- Be productive, enthusiastic and prepared for each day's work.

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_