



BOARD OF VOCATIONAL NURSING  
AND PSYCHIATRIC TECHNICIANS

## OCCUPATIONAL ANALYSIS OF THE PSYCHIATRIC TECHNICIAN PROFESSION





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# OCCUPATIONAL ANALYSIS OF THE PSYCHIATRIC TECHNICIAN PROFESSION



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OFFICE OF PROFESSIONAL EXAMINATION SERVICES

Jason Underwood, Research Data Specialist II  
Heidi Lincer, PhD, Chief

This occupational analysis report is mandated by California Business and Professions Code § 139 and by DCA *OPES 22-01 Licensure Examination Validation Policy*.

## EXECUTIVE SUMMARY

The Board of Vocational Nursing and Psychiatric Technicians (Board) requested that the Department of Consumer Affairs' Office of Professional Examination Services (OPES) conduct an occupational analysis (OA) of the psychiatric technician profession in California. The purpose of the OA is to define practice in terms of critical tasks that psychiatric technicians must be able to perform safely and competently at the time of licensure. The results of this OA provide a description of practice for the psychiatric technician profession and provide the basis for constructing a valid and legally defensible Psychiatric Technician Examination.

OPES test specialists began by researching the profession and conducting telephone interviews with licensed psychiatric technicians working throughout California. The purpose of these interviews was to identify the tasks performed by psychiatric technicians and to specify the knowledge required to perform those tasks safely and competently. Using the information gathered from the research and interviews, OPES test specialists developed a preliminary list of tasks performed by psychiatric technicians in their practice, along with a list of the knowledge needed to perform those tasks.

In December 2024, OPES convened a workshop to review and refine the preliminary lists of tasks and knowledge statements describing psychiatric technician practice in California. Psychiatric technicians participated in the workshops as subject matter experts (SMEs). The SMEs represented the profession in terms of location of practice, practice setting, and years licensed. In January 2025, OPES convened a second workshop to review and finalize the preliminary lists of tasks and knowledge statements describing psychiatric technician practice in California. The SMEs also linked each task with the knowledge required to perform that task and reviewed demographic questions to be used on a two-part OA questionnaire to be completed by a sample of psychiatric technicians statewide.

After the second workshop, OPES test specialists developed the OA questionnaire. The development included a pilot study that was conducted using a group of psychiatric technicians who participated in the December 2024 and January 2025 workshops. The pilot study participants' feedback was incorporated into the final questionnaire, which was administered in March 2025.

In the first part of the OA questionnaire, psychiatric technicians were asked to provide demographic information related to their work settings and practice. In the second part, psychiatric technicians were asked to rate specific tasks by frequency (i.e., how often the psychiatric technician performs the task in their current practice) and importance (i.e., how important the task is to effective performance in their current practice).

In March 2025, on behalf of the Board, OPES sent an email to a sample of 8,377 actively practicing psychiatric technicians, inviting them to complete the online OA questionnaire. The email invitation was sent to psychiatric technicians for whom the Board had an email address on file. A total of 251 emails were undeliverable, resulting in a total of 8,126 invitations delivered. An additional email was sent using the email addresses on the Board's listserv dedicated to licensees. Reminder emails were sent weekly after the initial invitation was made.

A total of 1,076 psychiatric technicians, or approximately 13% of the psychiatric technicians who received an email invitation, responded to the OA questionnaire. The final number of respondents included in the data analysis was 485 (5.9%). This response rate reflects two adjustments. First, OPES excluded data from respondents who indicated they were not currently licensed and practicing as psychiatric technicians in California. Second, OPES excluded data from questionnaires that contained a large portion of incomplete responses.

OPES test specialists then performed data analyses of the task and knowledge ratings obtained from the OA questionnaire respondents. The task frequency and importance ratings were combined to derive an overall criticality index for each task statement.

Once the data were analyzed, OPES conducted a third workshop with SMEs in April 2025. The SMEs evaluated the criticality indices and determined whether any task statements should be excluded from the examination outline. They also reviewed the list of knowledge statements to verify that each statement was critical for safe and competent entry-level performance as a psychiatric technician in California. The SMEs established the final linkage between tasks and knowledge statements, made minor edits to the tasks and knowledge statements, finalized the organization of the tasks and knowledge statements into content areas, and wrote descriptions of those content areas. The SMEs then evaluated the preliminary content area weights and determined the final weights for the Psychiatric Technician Examination Outline.

The examination outline is structured into seven content areas weighted relative to each of the other content areas. The new outline identifies the tasks and knowledge critical to safe and competent psychiatric technician practice in California at the time of licensure. The examination outline that was developed as a result of this OA provides a basis for developing the Psychiatric Technician Examination.

Results of this OA provide information regarding current practice that can be used to develop valid and legally defensible examinations and to make job-related decisions regarding occupational licensure.

## OVERVIEW OF THE PSYCHIATRIC TECHNICIAN EXAMINATION OUTLINE

CONTENT AREA	CONTENT AREA DESCRIPTION	PERCENT WEIGHT
1. Basic Nursing Care	This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.	22
2. Psychosocial Status	This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.	24
3. Behavior Management	This area assesses the candidate's knowledge of identifying maladaptive behaviors; performing behavior management interventions; applying crisis management interventions; and educating clients on self-management strategies.	13
4. Medications	This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.	18
5. Treatment Planning	This area assesses the candidate's knowledge of communicating assessment data and assisting the treatment team with the development of the treatment plan, including discharge planning, client education, and evaluation of effectiveness.	5
6. Safe and Effective Care Environment	This area assesses the candidate's knowledge of identifying and providing for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.	8
7. Legal and Professional Responsibilities	This area assesses the candidate's knowledge of complying with legal, ethical, and professional requirements related to the psychiatric technician profession.	10
TOTAL		100



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## CHAPTER 1 | INTRODUCTION

### PURPOSE OF THE OCCUPATIONAL ANALYSIS

The Board of Vocational Nursing and Psychiatric Technicians (Board) requested that the Department of Consumer Affairs' Office of Professional Examination Services (OPES) conduct an occupational analysis (OA) as part of the Board's comprehensive review of the psychiatric technician profession in California. The purpose of the OA is to identify critical activities performed by psychiatric technicians in California. The results of this OA provide a description of practice for the psychiatric technician profession and a basis for developing a valid and legally defensible Psychiatric Technician Examination.

### PARTICIPATION OF SUBJECT MATTER EXPERTS

California psychiatric technicians participated as subject matter experts (SMEs) during the OA to ensure that the description of practice directly reflects current psychiatric technician practice in California. These SMEs represented the occupation in terms of geographic location of practice, practice settings, and years licensed. The SMEs provided technical expertise and information regarding different aspects of current psychiatric technician practice. During the workshops, the SMEs developed and reviewed the tasks and knowledge statements describing psychiatric technician practice, organized the tasks and knowledge statements into content areas, evaluated the responses to the OA questionnaire, and developed the examination outline.

### ADHERENCE TO LEGAL STANDARDS AND GUIDELINES

Licensure programs in the State of California adhere strictly to federal and state laws and regulations, as well as to professional guidelines and technical standards. For the purposes of OAs, the following laws and guidelines are authoritative:

- California Business and Professions Code (BPC) § 139.
- 29 Code of Federal Regulations Part 1607 – Uniform Guidelines on Employee Selection Procedures (1978).
- California Fair Employment and Housing Act, Government Code § 12944.
- Principles for the Validation and Use of Personnel Selection Procedures (2018), Society for Industrial and Organizational Psychology (SIOP).

- *Standards for Educational and Psychological Testing* (2014), American Educational Research Association, American Psychological Association, and National Council on Measurement in Education.

For a licensure examination to meet these standards, it must be solidly based upon the activities required for practice.

## DESCRIPTION OF OCCUPATION

The psychiatric technician occupation is described in California Business and Professions Code (BPC) sections 4502, 4502.1, 4502.2, and 4502.3 and in title 16 of the California Code of Regulations (16 CCR), sections 2576.5, 2576.6, and 2576.7.

### **BPC § 4502**

As used in this chapter, "psychiatric technician" means any person who, for compensation or personal profit, implements procedures and techniques that involve understanding of cause and effect and that are used in the care, treatment, and rehabilitation of mentally ill or emotionally disturbed persons, or persons with intellectual disabilities, and who has one or more of the following:

- (a) Direct responsibility for administering or implementing specific therapeutic procedures, techniques, treatments, or medications with the aim of enabling recipients or patients to make optimal use of their therapeutic regime, their social and personal resources, and their residential care.
- (b) Direct responsibility for the application of interpersonal and technical skills in the observation and recognition of symptoms and reactions of recipients or patients, for the accurate recording of these symptoms and reactions, and for the carrying out of treatments and medications as prescribed by a licensed physician and surgeon or a psychiatrist.

The psychiatric technician in the performance of these procedures and techniques is responsible to the director of the service in which those duties are performed. The director may be a licensed physician and surgeon, psychiatrist, psychologist, rehabilitation therapist, social worker, registered nurse, or other professional personnel.

Nothing herein shall authorize a licensed psychiatric technician to practice medicine or surgery or to undertake the prevention, treatment, or cure of disease, pain, injury, deformity, or mental or physical condition in violation of the law.

**BPC § 4502.1**

A psychiatric technician, working in a mental health facility or developmental disability facility, when prescribed by a licensed physician and surgeon, may administer medications by hypodermic injection.

**BPC § 4502.2**

A psychiatric technician, when prescribed by a licensed physician and surgeon, may withdraw blood from a patient with a mental illness or developmental disability if the psychiatric technician has received certification from the board that the psychiatric technician has completed a prescribed course of instruction approved by the board or has demonstrated competence to the satisfaction of the board.

**BPC § 4502.3**

- (a) A psychiatric technician, when prescribed by a licensed physician and surgeon, may perform the following activities on a patient with a mental illness or developmental disability:
- (1) Tuberculin, coccidioidin, and histoplasmin skin tests, providing the administration is within the course of a tuberculosis control program.
  - (2) Immunization techniques, providing the administration is upon the standing orders of a supervising licensed physician and surgeon or pursuant to written guidelines adopted by a hospital or medical group with whom the supervising licensed physician and surgeon is associated.
- (b) In performing activities pursuant to subdivision (a), the psychiatric technician shall satisfactorily demonstrate competence in all of the following:
- (1) Administering the testing or immunization agents, including knowledge of all indications and contraindications for the administration of the agents.
  - (2) Recognizing any emergency reactions to the agent that constitute a danger to the health or life of the patient.
  - (3) Treating those emergency reactions by using procedures, medication, and equipment within the scope of practice of the psychiatric technician.

## **16 CCR § 2576.5**

The licensed psychiatric technician performs services requiring technical and manual skills which include the following:

- (a) Uses and practices basic assessment (data collection), participates in planning, executes interventions in accordance with the care plan or treatment plan, and contributes to evaluation of individualized interventions related to the care plan or treatment plan.
- (b) Provides direct patient/client care by which the licensee:
  - (1) Performs basic nursing services as defined in subdivision (a);
  - (2) Administers medications;
  - (3) Applies communication skills for the purpose of patient/client care and education; and
  - (4) Contributes to the development and implementation of a teaching plan related to self-care for the patient/client.

## **16 CCR § 2576.6**

- (a) A licensed psychiatric technician shall safeguard patients'/clients' health and safety by actions that include but are not limited to the following:
  - (1) Reporting to the Board acts specified in Section 4521 of the Business and Professions Code;
  - (2) Documenting patient/client care in accordance with standards of the profession; and
  - (3) Performing services in accordance with Section 125.6 of the Business and Professions Code.
- (b) A licensed psychiatric technician shall adhere to standards of the profession and shall incorporate ethical and behavioral standards of professional practice which include but are not limited to the following:
  - (1) Maintaining current knowledge and skills for safe and competent practice;
  - (2) Maintaining patient/client confidentiality;
  - (3) Maintaining professional boundaries with the patient/client;



- (4) Abstaining from chemical/substance abuse; and
  - (5) Cooperating with the Board during investigations as required by Section 4521.2 of the Business and Professions Code.
- (c) A violation of this section constitutes unprofessional conduct for purposes of initiating disciplinary action.

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## CHAPTER 2 | OCCUPATIONAL ANALYSIS QUESTIONNAIRE

### TASKS AND KNOWLEDGE STATEMENTS

To develop a preliminary list of tasks and knowledge statements, OPES test specialists integrated information gathered from literature reviews of profession-related sources (e.g., previous OA reports, articles, laws and regulations, industry publications) and from interviews with SMEs. The statements were then organized into major content areas of practice.

In December 2024 and January 2025, OPES test specialists facilitated two workshops. Eleven SMEs with varying years of experience practicing in different geographic locations and practice settings participated in these workshops. During the first workshop in December 2024, SMEs evaluated the tasks and knowledge statements for technical accuracy, level of specificity, and comprehensiveness of assessment of practice. In addition, SMEs evaluated the organization of task statements within content areas to ensure that the content areas were independent and non-overlapping.

During the second workshop, the SMEs performed a preliminary linkage of the tasks and knowledge statements. The linkage was performed to identify the knowledge required for performance of each task and to verify that each identified knowledge statement was important for safe and competent performance as a psychiatric technician. The linkage ensured that all tasks were linked to at least one knowledge statement and that each knowledge statement was linked to at least one task. The SMEs also evaluated the scales that would be used for rating tasks and knowledge statements. Finally, the SMEs reviewed and revised the proposed demographic questions for the online OA questionnaire.

OPES used the final list of tasks, demographic questions, and rating scales to develop the online OA questionnaire that was sent to a sample of California psychiatric technicians.

## QUESTIONNAIRE DEVELOPMENT

OPES test specialists developed the online OA questionnaire designed to solicit psychiatric technicians' ratings of the tasks. The surveyed psychiatric technicians were asked to rate how often they perform each task in their current practice (Frequency) and how important each task is to effective performance of their current practice (Importance). Due to the large number of tasks, OPES decided not to include the knowledge statements as part of the survey. The OA questionnaire also included a demographic section to obtain relevant professional background information about responding psychiatric technicians. The Board provided 2 continuing education credits to respondents who fully completed the survey. The OA questionnaire is Appendix A.

## PILOT STUDY

Before administering the final questionnaire, OPES conducted a pilot study of the online questionnaire. The draft questionnaire was sent to the SMEs who had participated in the OA workshops. OPES received feedback on the pilot study from 10 respondents. The SMEs reviewed the task statements in the questionnaire for technical accuracy and for whether they reflected psychiatric technician practice. The SMEs also provided feedback about the estimated time for completion, online navigation, and ease of use of the questionnaire.

OPES used this feedback to refine the final questionnaire, which was administered from March 4–28, 2025.

## CHAPTER 3 | RESPONSE RATE AND DEMOGRAPHICS

### SAMPLING STRATEGY AND RESPONSE RATE

In March 2025, on behalf of the Board, OPES sent an email to a sample of 8,377 actively practicing psychiatric technicians for whom the Board had an email address on file, inviting them to complete the online OA questionnaire. Of the 8,377 emails sent, 251 were undeliverable, resulting in 8,126 invitations delivered. Reminder emails were sent weekly after the initial invitation. The email invitation to practitioners is Appendix B.

A total of 1,076 psychiatric technicians, or approximately 13% of the psychiatric technicians who received an email invitation, responded to the OA questionnaire. The final number of respondents included in the data analysis was 485 (5.9%). This response rate reflects two adjustments. First, OPES excluded data from respondents who indicated they were not currently holding a license and practicing as psychiatric technicians in California. Second, OPES excluded data from questionnaires with a large portion of incomplete responses.

### DEMOGRAPHIC SUMMARY

As shown in Table 1 and Figure 1, the responding psychiatric technicians reported a range of years of experience from 21 or more (20.0%) to 1 to 5 (25.2%), while 17.7% reported holding a psychiatric technician license for 6 to 10 years.

Table 2 and Figure 2 show that 63.5% of respondents reported that they typically work 40 to 49 hours per week, while 15.9% reported working 50 or more hours per week.

Table 3 and Figure 3 show that 59.6% of respondents reported that they typically work a day shift, while 23.3% reported working an evening/swing shift, and 14.4% reported working a night shift. Table 4 shows that of those respondents who work an alternate shift, 26.2% reported working an evening/swing shift, 19.8% reported working a variable shift, 15.9% reported working a day shift, and 15.7% reported working a night shift.

Tables 5 and 6 and Figures 5 and 6 show that the majority of respondents (75.3%) reported that a typical shift was 8 hours. Of those reporting working other shift lengths, 30.1% reported working a 16-hour shift.

Table 7 and Figure 7 show that 54.2% of respondents reported working in a state government organization, while the other 45.8% respondents were fairly evenly distributed across city or county government, and private not-for-profit and for-profit organizations.

Table 8 and Figure 8 show that 56.5% of respondents reported that their primary work setting was located in an urban area, 28.7% reported that it was located in a suburban area, and 14.8% reported that it was located in a rural area.

Tables 9 and 10 show that respondents reported working in a wide variety of work settings, with 26.5% reporting working in a correctional or detention setting.

Table 11 and Figure 9 show that the majority of respondents (84.5%) reported working daily with adult clients, 73.2% with young adults, 69.3% with older adults, and 44.3% with geriatric clients. A more detailed breakdown by client age is Appendix C.

Table 12 and Figure 10 show that 54% of respondents reported that they typically work with clients who have a dual diagnosis of mental illness and substance abuse, while 28.5% reported working with clients diagnosed with mental illness.

Table 16 shows the geographical regions where respondents perform most of their work. A breakdown of regional data organized by county is Appendix D.

Additional demographic information from respondents can be found in Tables 1–16 and Figures 1–13.

TABLE 1 – NUMBER OF YEARS LICENSED AS A PSYCHIATRIC TECHNICIAN

YEARS	NUMBER (N)	PERCENT
Fewer than 1	19	3.9
1 to 5	122	25.2
6 to 10	86	17.7
11 to 15	161	33.2
21 or more	97	20.0
Total	485	100

FIGURE 1 – NUMBER OF YEARS LICENSED AS A PSYCHIATRIC TECHNICIAN

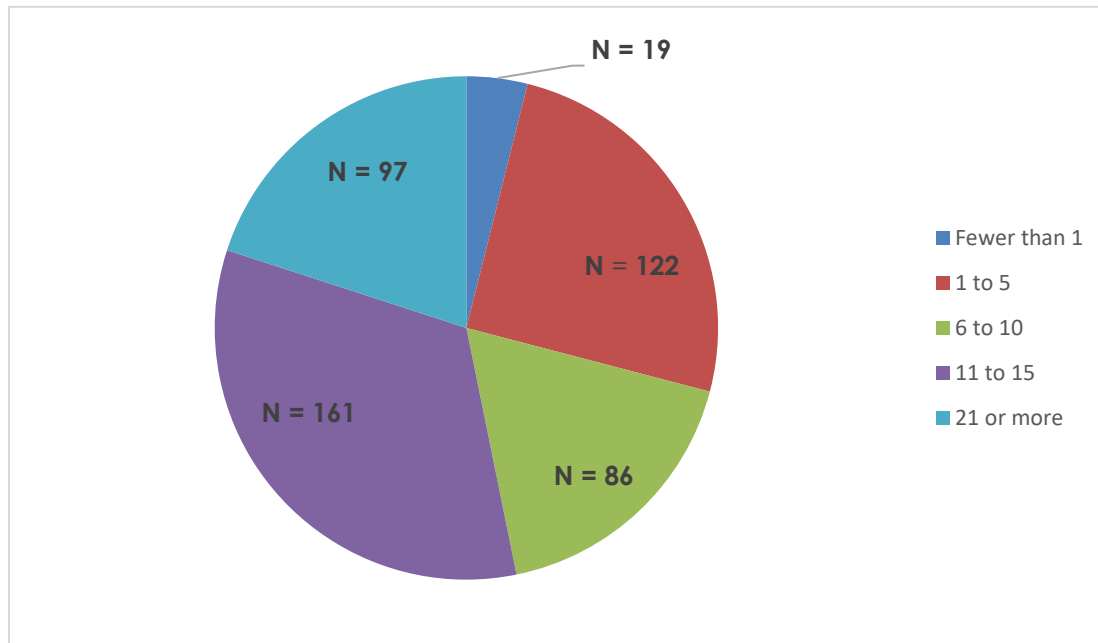


TABLE 2 – HOURS TYPICALLY WORKED PER WEEK AS A PSYCHIATRIC TECHNICIAN

HOURS	NUMBER (N)	PERCENT
0 to 9	8	1.6
10 to 19	9	1.9
20 to 29	30	6.2
30 to 39	53	10.9
40 to 49	308	63.5
50 or more	77	15.9
Total	485	100

FIGURE 2 – HOURS TYPICALLY WORKED PER WEEK AS A PSYCHIATRIC TECHNICIAN

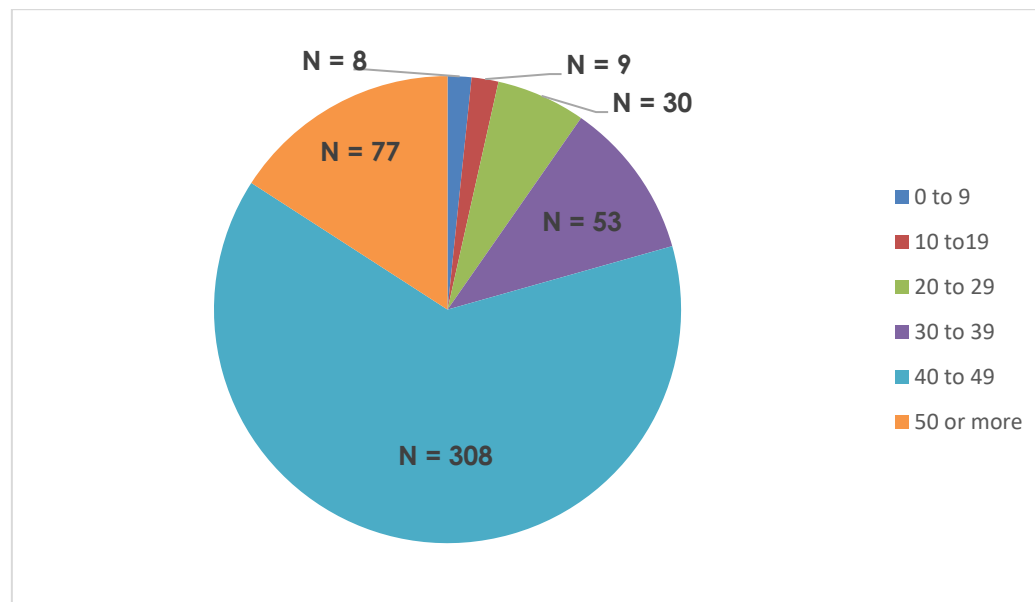




TABLE 3 – TYPICAL WORK SHIFT AS A PSYCHIATRIC TECHNICIAN

WORK SHIFT	NUMBER (N)	PERCENT
Day	289	59.6
Evening / Swing	113	23.3
Night	70	14.4
Other	13	2.7
Total	485	100

FIGURE 3 – TYPICAL WORK SHIFT AS A PSYCHIATRIC TECHNICIAN

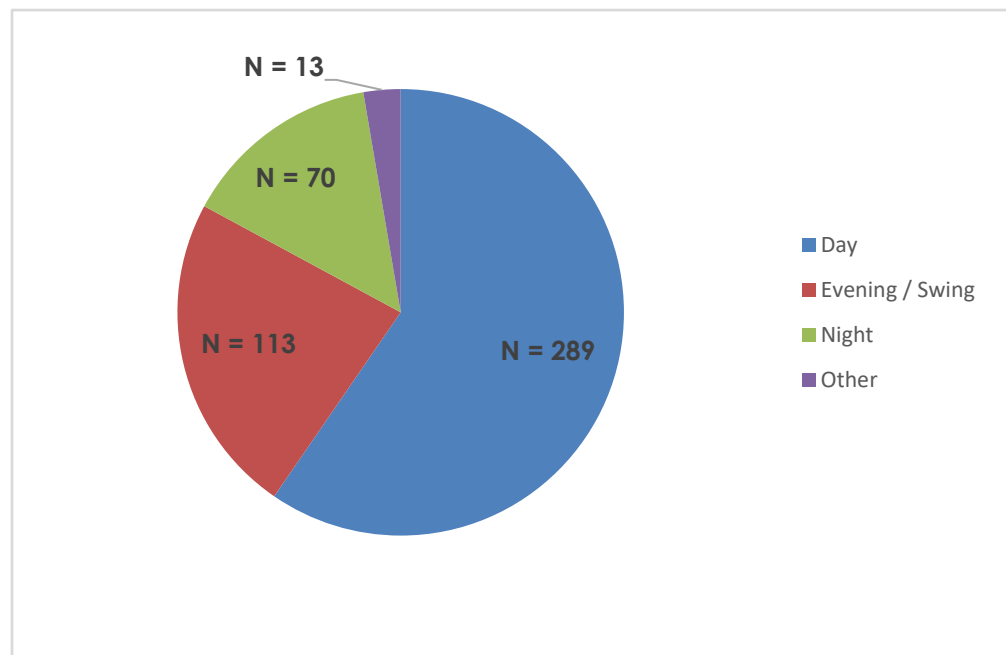


TABLE 4 – ALTERNATE / ADDITIONAL SHIFTS WORKED AS A PSYCHIATRIC TECHNICIAN

WORK SHIFT	NUMBER (N)	PERCENT*
Do not work alternate shifts	200	41.2
Variable	96	19.8
Day	77	15.9
Evening / Swing	127	26.2
Night	76	15.7
Other	20	4.1

\*Respondents were asked to select all that apply.

FIGURE 4 – ALTERNATE / ADDITIONAL SHIFTS WORKED AS A PSYCHIATRIC TECHNICIAN

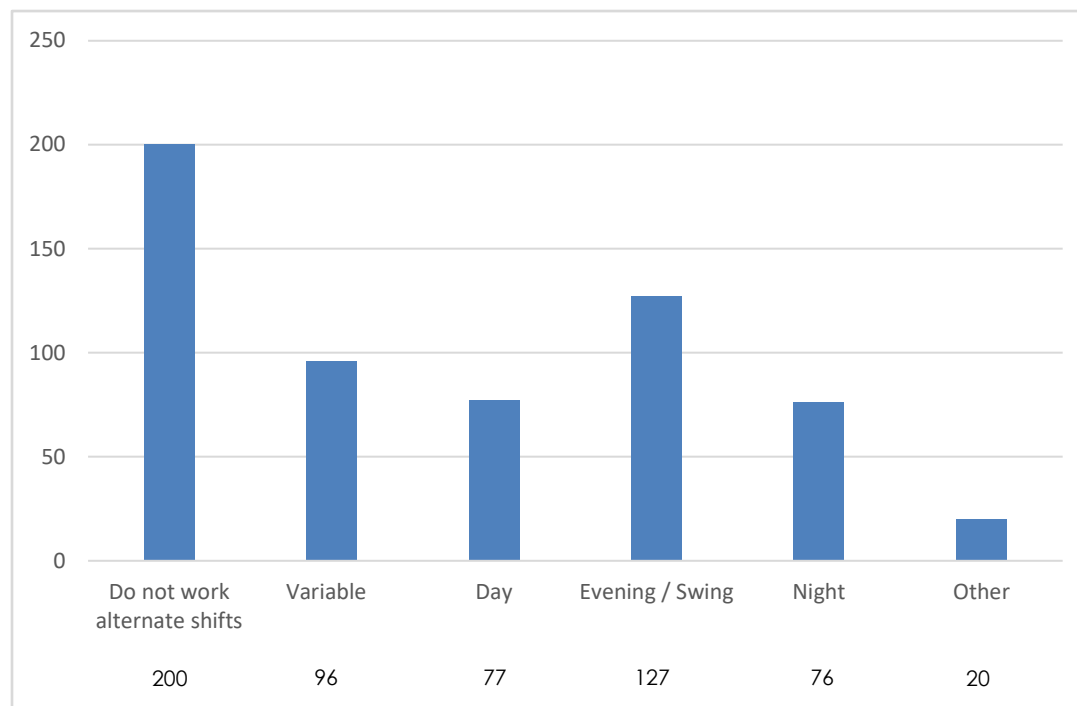


TABLE 5 – TYPICAL SHIFT LENGTH WORKED AS A PSYCHIATRIC TECHNICIAN

SHIFT LENGTH	NUMBER (N)	PERCENT
8 hours	365	75.3
10 hours	21	4.3
12 hours	67	13.8
16 hours	16	3.3
Other	16	3.3
Total	485	100

FIGURE 5 – TYPICAL SHIFT LENGTH WORKED AS A PSYCHIATRIC TECHNICIAN

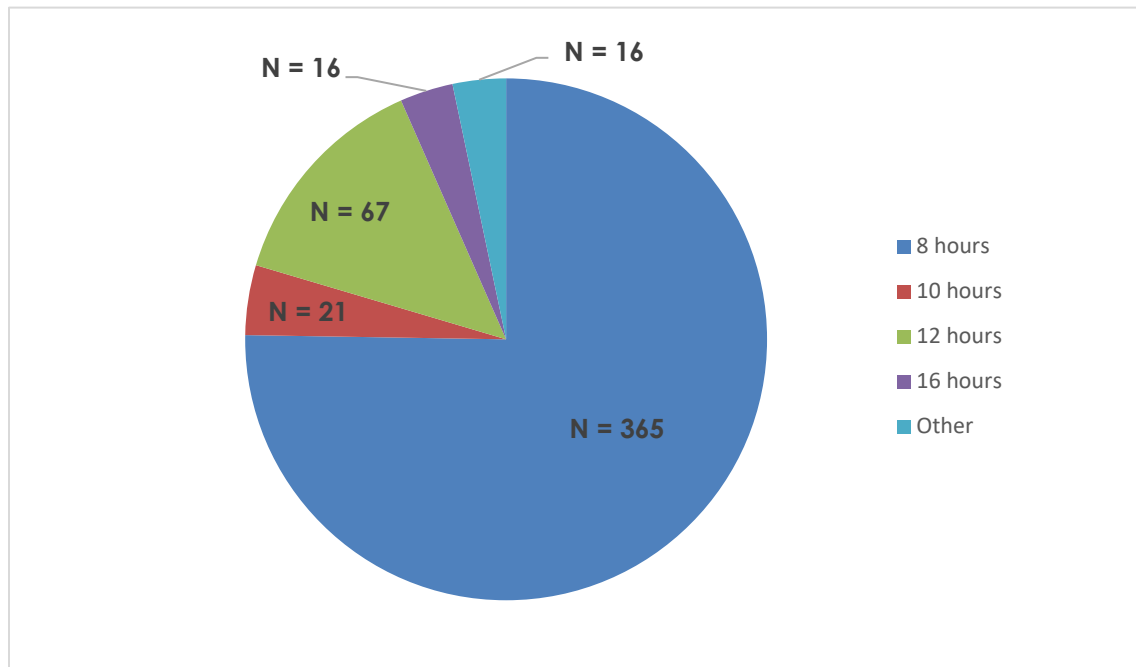


TABLE 6 – OTHER SHIFT LENGTH WORKED AS A PSYCHIATRIC TECHNICIAN

SHIFT LENGTH	NUMBER (N)	PERCENT*
Do not work other shift lengths	239	49.3
8 hours	48	9.9
10 hours	31	6.4
12 hours	48	9.9
16 hours	146	30.1
Other	36	7.4

\*Respondents were asked to select all that apply.

FIGURE 6 – OTHER SHIFT LENGTH WORKED AS A PSYCHIATRIC TECHNICIAN

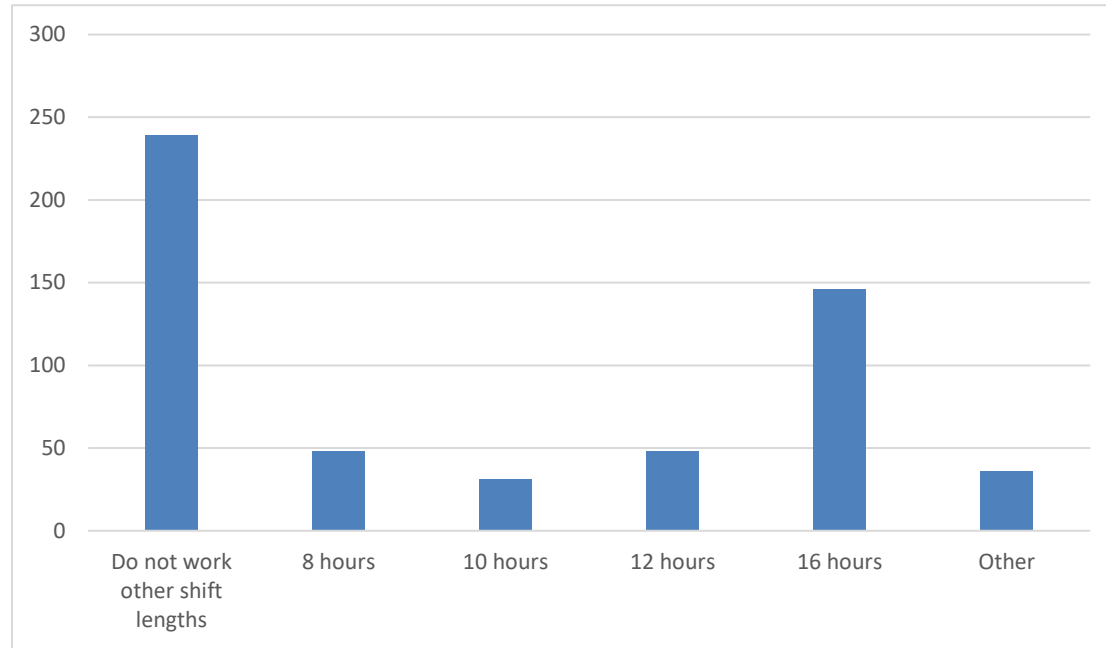


TABLE 7 – PRIMARY EMPLOYER ORGANIZATION TYPE

ORGANIZATION TYPE	NUMBER (N)	PERCENT
Federal government	3	.6
State government	263	54.2
City or county government	68	14.1
Private not-for-profit	69	14.2
Private for-profit	82	16.9
Total	485	100

FIGURE 7 – PRIMARY EMPLOYER ORGANIZATION TYPE

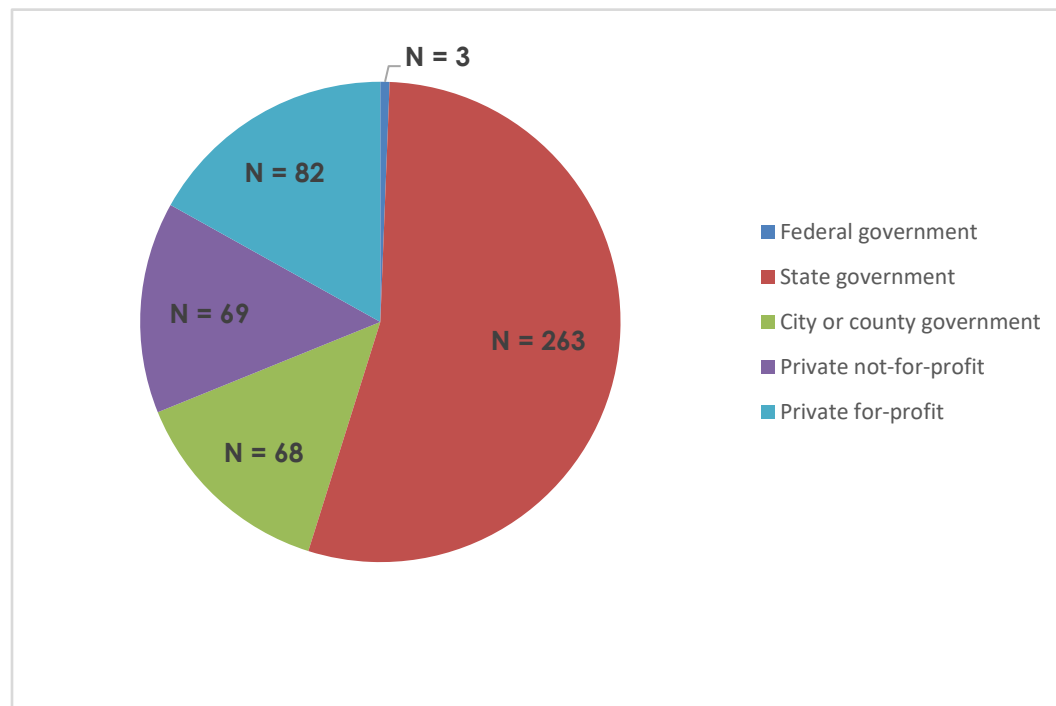


TABLE 8 – LOCATION OF PRIMARY WORK SETTING

LOCATION	NUMBER (N)	PERCENT
Urban (more than 100,000 people), highly dense population within city limits	274	56.5
Suburban, less densely populated areas (typically bordering a city)	139	28.7
Rural (fewer than 10,000 people), sparsely populated areas further outside of a city (e.g., countryside, farmlands)	72	14.8
Total	485	100

FIGURE 8 – LOCATION OF PRIMARY WORK SETTING

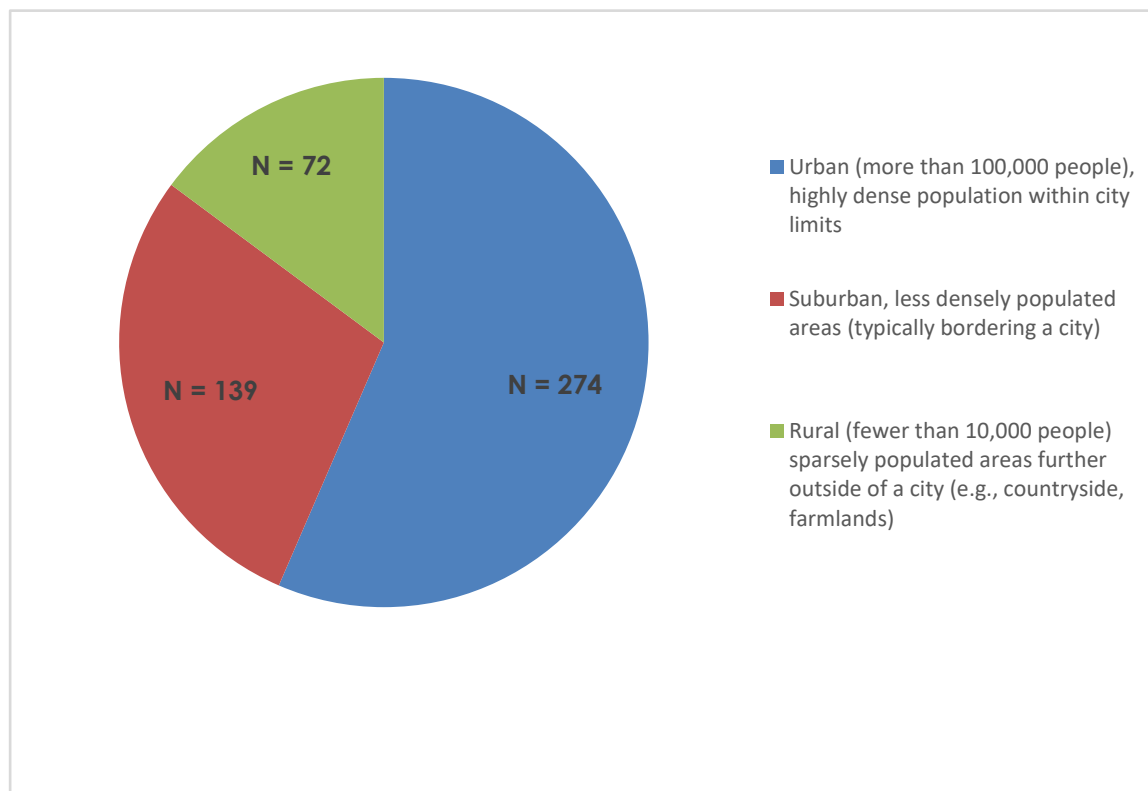


TABLE 9 – DESCRIPTION OF PRIMARY WORK SETTING

WORK SETTING DESCRIPTION	NUMBER (N)	PERCENT
Correctional or detention	128	26.5
Long-term psychiatric	81	16.7
Long-term for clients with developmental disabilities	29	6.0
Long-term medical/surgical	0	0
Residential care	25	5.2
Substance abuse treatment (e.g., dual diagnosis)	22	4.5
Outpatient psychiatric	59	12.2
Acute psychiatric	69	14.2
Emergency room in acute hospital	6	1.2
Emergency psychiatric or crisis unit	23	4.7
Educational or school	3	.6
Vocational training	3	.6
Day program/service	3	.6
Adult development center	5	1.0
Skilled nursing (e.g., memory care)	3	.6
Other	26	5.4
Total	485	100.0

TABLE 10 – ADDITIONAL DESCRIPTION OF PRIMARY WORK SETTING

WORK SETTING DESCRIPTION	NUMBER (N)	PERCENT*
Correctional or detention	60	12.4
Long-term psychiatric	151	31.1
Long-term for clients with developmental disabilities	68	14.0
Long-term medical/surgical	24	4.9
Residential care	42	8.7
Substance abuse treatment (e.g., dual diagnosis)	127	16.2
Outpatient psychiatric	74	15.3
Acute psychiatric	139	28.7
Emergency room in acute hospital	6	1.2
Emergency psychiatric or crisis unit	85	17.5
Educational or school	22	4.5
Vocational training	21	4.3
Day program / service	32	6.6
Adult development center	24	4.9
Skilled nursing (e.g., memory care)	43	8.9
Other	86	17.7

\*Respondents were asked to select all that apply.



TABLE 11 – AGE OF CLIENTS PSYCHIATRIC TECHNICIANS WORK WITH DAILY\*\*

CLIENT AGE	NUMBER (N)	PERCENT*
Newborn (less than 29 days)	10	2.1
Infant (29 to 364 days)	0	0
Toddler (1 to 3 years)	4	.8
Children (4 to 12 years)	17	3.5
Adolescents (13 to 18 years)	43	8.9
Young adults (19 to 29 years)	355	73.2
Adults (30 to 64 years)	410	84.5
Older adults (65 to 74 years)	336	69.3
Geriatric (75 years and older)	215	44.3

\*Respondents were asked to select all that apply.

\*\*NOTE: Appendix C shows a more detailed breakdown of the data related to client ages.

FIGURE 9 – AGE OF CLIENTS PSYCHIATRIC TECHNICIANS WORK WITH DAILY

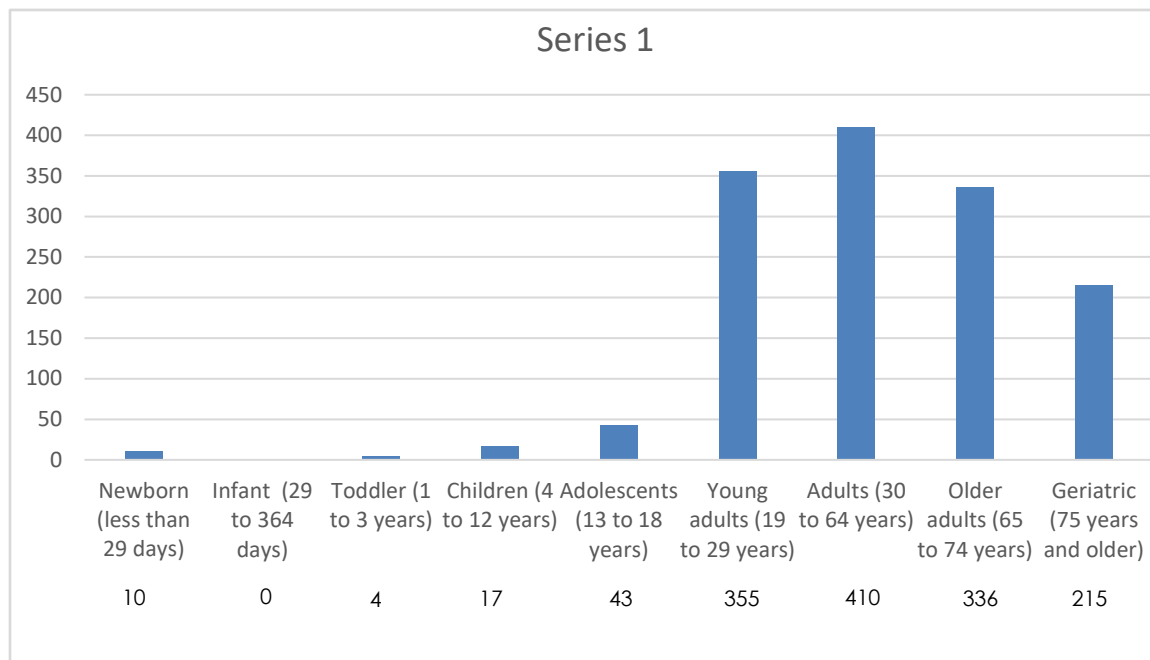


TABLE 12 – DIAGNOSIS OF TYPICAL CLIENTS

DIAGNOSIS	NUMBER (N)	PERCENT
Mental illness	138	28.5
Developmental disability	24	4.9
Substance abuse	12	2.5
Dual diagnosis: mental illness and substance abuse	262	54.0
Dual diagnosis: mental illness and developmental disability	49	10.1
Total	485	100

FIGURE 10 – DIAGNOSIS OF TYPICAL CLIENTS

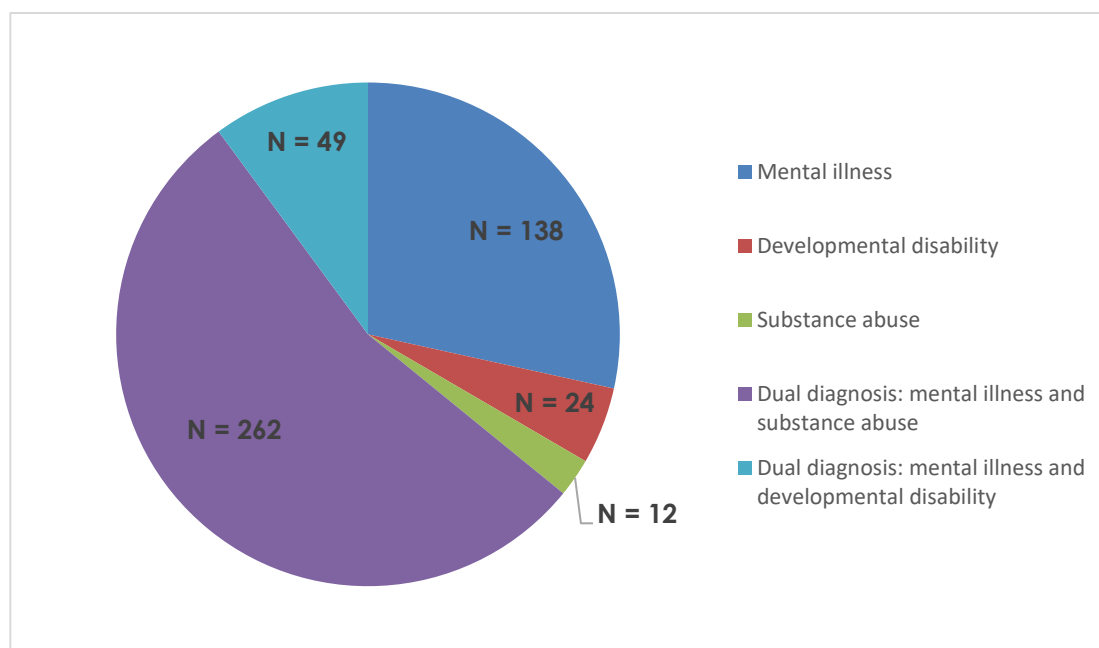


TABLE 13 – NUMBER OF STAFF SUPERVISED

NUMBER OF STAFF	NUMBER (N)	PERCENT
None	274	56.5
1 to 5	125	25.8
6 to 10	51	10.5
11 to 15	12	2.5
16 or more	23	4.7
Total	485	100

FIGURE 11 – NUMBER OF STAFF SUPERVISED

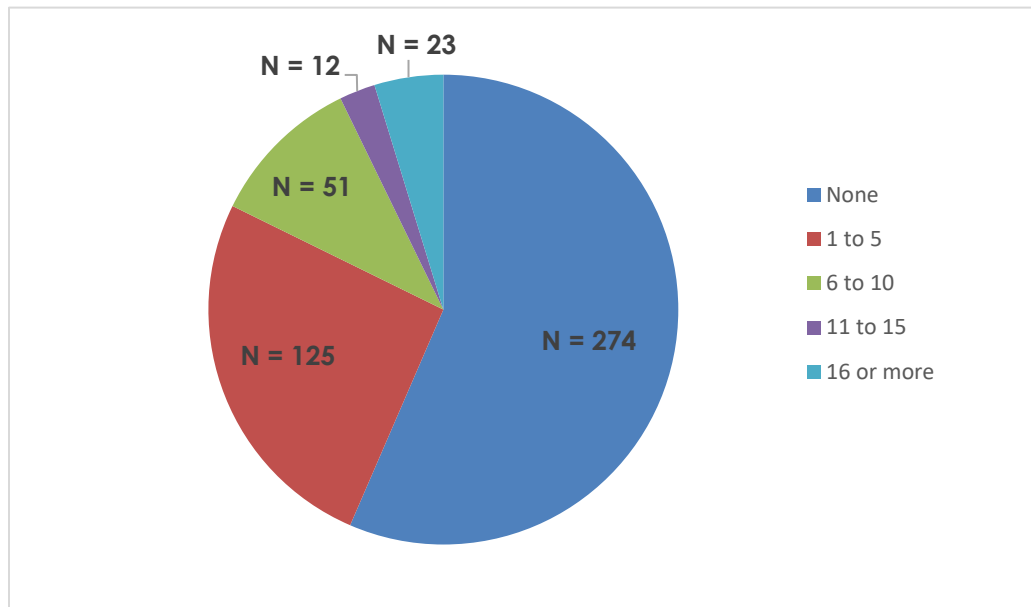


TABLE 14 – HIGHEST LEVEL OF EDUCATION ACHIEVED

EDUCATION	NUMBER (N)	PERCENT
High school graduate or equivalent	2	.4
Psychiatric Technician program graduate	204	42.1
Associate degree	161	33.2
Bachelor's degree	86	17.7
Master's degree	19	3.9
Doctorate	1	.2
Other	12	2.5
Total	485	100

FIGURE 12 – HIGHEST LEVEL OF EDUCATION ACHIEVED

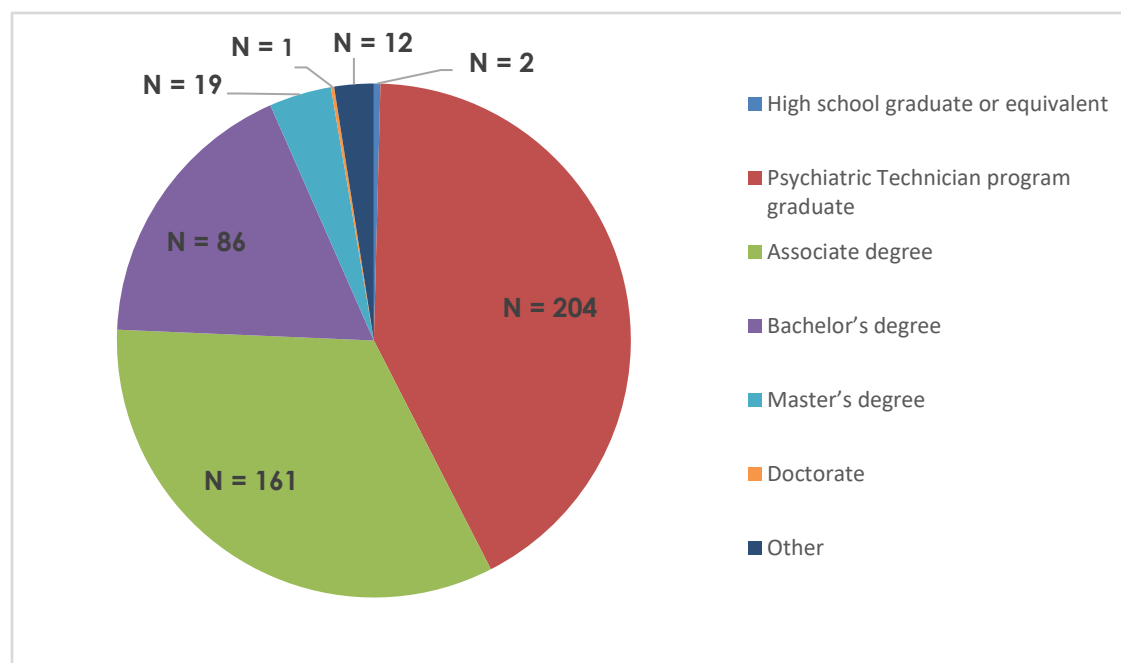


TABLE 15 – OTHER LICENSES AND CERTIFICATIONS HELD\*

LICENSES AND CERTIFICATIONS	NUMBER (N)	PERCENT*
None	371	76.5
Certified Nurse Assistant (CNA)	20	4.1
California Certified Medical Assistant (CCMA)	3	.6
Licensed Vocational Nurse	10	2.1
Alcohol and Drug Counselor (ADC)	4	.8
Registered Nurse (RN)	12	2.5
Certified Phlebotomy Technician (CPT)	10	2.1
Marriage and Family Therapist	1	.2
Licensed Clinical Social Worker (LCSW)	2	.4
Lanternman-Petris-Short Act (LPS)	5	1.0
Other	63	13.0

\*Respondents were asked to select all that apply.

FIGURE 13 – OTHER LICENSES AND CERTIFICATIONS HELD

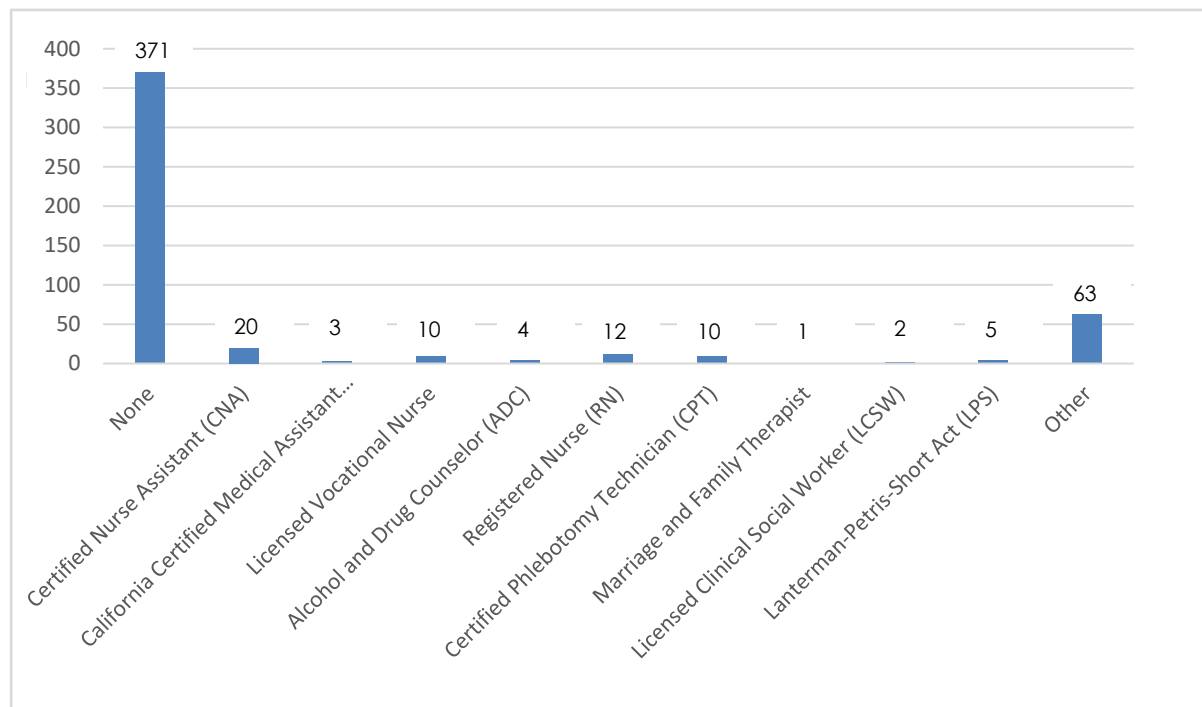


TABLE 16 – RESPONDENTS BY REGION\*

REGION NAME	NUMBER (N)	PERCENT
Los Angeles County and Vicinity	90	18.5
San Francisco Bay Area	77	15.8
San Joaquin Valley	109	22.5
Sacramento Valley	19	3.9
San Diego County and Vicinity	13	2.6
Shasta/Cascade	0	0
Riverside and Vicinity	91	18.7
Sierra Mountain Valley	11	2.3
North Coast	10	2.3
South Coast and Central Coast	65	13.4
Total	485	100

\*NOTE: Appendix D shows a more detailed breakdown of the frequencies by region.

## CHAPTER 4 | DATA ANALYSIS AND RESULTS

### RELIABILITY OF RATINGS

OPES evaluated the task ratings obtained from the questionnaire respondents with a standard index of reliability, coefficient alpha ( $\alpha$ ), which ranges from 0 to 1. Coefficient alpha is an estimate of the internal consistency of the respondents' ratings of the tasks. A higher coefficient value indicates more consistency between respondent ratings. Coefficients were calculated for all respondent ratings.

Table 17 displays the reliability coefficients for the task rating scales in each content area. The ratings of task frequency and task importance across content areas were highly reliable. These results indicate that the responding psychiatric technicians rated the tasks consistently throughout the questionnaire.

TABLE 17 – TASK SCALE RELIABILITY

CONTENT AREA	NUMBER OF TASKS	$\alpha$ FREQUENCY	$\alpha$ IMPORTANCE
1. Basic Nursing Care	46	.975	.976
2. Psychosocial Status	41	.975	.974
3. Behavior Management	19	.962	.956
4. Medications	27	.979	.980
5. Treatment Planning	11	.938	.939
6. Safe and Effective Care Environment	16	.948	.950
7. Legal and Professional Responsibilities	15	.911	.907
Overall	175		

## TASK CRITICALITY INDICES

To calculate the criticality indices of the tasks, OPES test specialists used the following formula. For each respondent, OPES first multiplied the frequency rating (Fi) and the importance rating (Ii) for each task. Next, OPES averaged the multiplication products across respondents as shown below.

$$\text{Task criticality index} = \text{mean } [(Fi) \times (Ii)]$$

The tasks were grouped by content area and sorted in descending order by their criticality index. The tasks included in the questionnaire, their mean frequency and importance ratings, and their associated criticality indices are Appendix E.

OPES test specialists convened a workshop consisting of 8 SMEs in April 2025. The purpose of this workshop was to identify the essential tasks and knowledge required for safe and competent psychiatric technician practice. The SMEs reviewed the mean frequency and importance ratings for each task and its criticality index to determine whether to establish a cutoff value below which tasks should be eliminated. Based on their review of the relative importance of tasks to psychiatric technician practice, the SMEs determined that a cutoff value of 3.51 should be set and that all the tasks with a criticality below 3.51 should be eliminated from the examination outline. The cutoff value resulted in eliminating 3 tasks, which are marked in Appendix E. The knowledge statements associated with the 3 tasks were also eliminated.

## TASK-KNOWLEDGE LINKAGE

The SMEs who participated in the April 2025 workshop performed a detailed review of the tasks and knowledge statements. The SMEs made minor edits to the following tasks to improve accuracy and clarity: T101, T108, T117, T118, T136, T211, T212, T216, T220, T225, T227, T228, T238, T305, T309, T313, T404, T407, T413, T419, T421, T422, T427, T609, T613, T708, T709, T711. The SMEs also identified T104, T235, T403, and T509 for deletion because they were determined to be redundant with other tasks. The SMEs worked as a group to verify that the knowledge statements linked to each task were accurate, comprehensive, and critical to competent performance of that task. The SMEs edited and wrote additional knowledge statements as needed.



## CHAPTER 5 | EXAMINATION OUTLINE

### CONTENT AREAS AND WEIGHTS

The SMEs who participated in the April 2025 workshop were also asked to finalize the weights of the content areas that would form the Psychiatric Technician Examination Outline. OPES test specialists presented the SMEs with preliminary weights that had been calculated by dividing the sum of the criticality indices for the tasks in each content area by the overall sum of the criticality indices for all tasks, as shown below.

$$\frac{\text{Sum of Criticality Indices for Tasks in Content Area}}{\text{Sum of Criticality Indices for All Tasks}} = \text{Percent Weight of Content Area}$$

The SMEs evaluated the preliminary content area weights in terms of how well they reflected the relative importance of each content area to entry-level psychiatric technician practice in California. Through discussion, the SMEs determined that minor adjustments to the preliminary weights were necessary to more accurately reflect the relative importance of each area to psychiatric technician practice. The SMEs also determined that the name of Content Area 2 should be changed from Psychosocial Integrity to Psychosocial Status. A summary of the preliminary and final content area weights for the Psychiatric Technician Examination Outline is presented in Table 18.

TABLE 18 – CONTENT AREA WEIGHTS

CONTENT AREA	PERCENT PRELIMINARY WEIGHT	PERCENT FINAL WEIGHT
1. Basic Nursing Care	22	22
2. Psychosocial Status	24	24
3. Behavior Management	11	13
4. Medications	20	18
5. Treatment Planning	5	5
6. Safe and Effective Care Environment	8	8
7. Legal and Professional Responsibilities	10	10
Total	100	100

The SMEs reviewed the content areas and wrote descriptions for each content area. They organized the tasks and knowledge statements into subareas within each content area and distributed the content area weight across the subareas. The content areas, subareas, and associated weights were then finalized and provide the basis for the California Psychiatric Technician Examination Outline. The final examination outline is presented in Table 19.

TABLE 19 - PSYCHIATRIC TECHNICIAN EXAMINATION OUTLINE

**CONTENT AREA 1: BASIC NURSING CARE (22%)**

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks	Knowledge Statements
0101 Assessment (11%)	T101 Perform baseline assessment of client physiological status, including subjective and objective data.	K001 Knowledge of interview techniques for gathering data related to physical status and medical history.
		K002 Knowledge of techniques and procedures for performing physical assessments.
		K003 Knowledge of normal range of vital signs across the lifespan.
		K004 Knowledge of basic anatomy and physiology.
		K005 Knowledge of effects of environment and lifestyle on physiological functioning.
		K006 Knowledge of effects of common psychological conditions on physiological functioning.
		K007 Knowledge of effects of common medical conditions on physiological functioning.
	T102 Identify client chief complaint.	K001 Knowledge of interview techniques for gathering data related to physical status and medical history.
		K002 Knowledge of techniques and procedures for performing physical assessments.
	T103 Collect and verify client information.	K004 Knowledge of basic anatomy and physiology.
		K008 Knowledge of techniques and approaches for obtaining client clinical data and medical history.
		K001 Knowledge of interview techniques for gathering data related to physical status and medical history.

**CONTENT AREA 1: BASIC NURSING CARE (22%), continued**

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks		Knowledge Statements	
0101 Assessment (11%)	T105	Recognize and report laboratory test results.	K009	Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
	T106	Assess client skin integrity.	K011	Knowledge of techniques and procedures for performing basic assessment of skin integrity.
			K012	Knowledge of normal skin integrity and common skin abnormalities.
	T107	Assess client muscle strength, joint mobility, body alignment, and mobility status.	K004	Knowledge of basic anatomy and physiology.
			K013	Knowledge of techniques and procedures for performing basic assessment of muscle strength and mobility status.
			K014	Knowledge of techniques and procedures for performing basic assessment of joint mobility and body alignment.
			K015	Knowledge of effects of body misalignment and joint mobility on health status.
	T108	Assess client dietary preferences, habits, restrictions, requirements, and allergies	K016	Knowledge of techniques and procedures for collecting data related to dietary preferences and nutritional intake.
			K017	Knowledge of effects of diet, nutrition, and hydration on health status.
			K018	Knowledge of special dietary needs associated with common medical conditions.
			K019	Knowledge of signs and symptoms indicating an allergic or other adverse reaction to foods or dietary supplements.
			K020	Knowledge of cultural, religious, and personal factors affecting dietary preferences and nutrition.
			K021	Knowledge of effects of diet and nutrition on behavior, mental status, and emotional status.

### CONTENT AREA 1: BASIC NURSING CARE (22%), continued

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks		Knowledge Statements	
0101 Assessment (11%)	T109	Assess clients for signs of gastrointestinal and genitourinary dysfunction or distress.	K022	Knowledge of techniques and procedures for performing basic assessment of gastrointestinal and genitourinary functioning.
			K023	Knowledge of signs and symptoms indicating genitourinary and gastrointestinal dysfunction.
	T110	Perform basic assessment of client reproductive health and well-being.	K024	Knowledge of signs and symptoms indicating reproductive disease and dysfunction.
			K025	Knowledge of techniques and procedures for performing basic assessment of reproductive functioning
	T111	Assess clients for signs of gender transitioning or having undergone gender reassignment.	K004	Knowledge of basic anatomy and physiology.
			K006	Knowledge of effects of common psychological conditions on physiological functioning.
			K026	Knowledge of techniques and procedures for performing basic assessment of endocrinological functioning.
	T112	Assess clients for signs of respiratory abnormalities or distress.	K027	Knowledge of techniques and procedures for performing basic assessment of respiratory functioning.
			K028	Knowledge of signs and symptoms indicating respiratory distress.
			K029	Knowledge of signs and symptoms associated with respiratory system disease and dysfunction.
	T113	Assess clients for signs of neurological dysfunction or distress.	K030	Knowledge of signs and symptoms associated with neurological dysfunction and disease.
			K031	Knowledge of classifications of seizure activity.

**CONTENT AREA 1: BASIC NURSING CARE (22%), continued**

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks		Knowledge Statements	
0101 Assessment (11%)	T114	Assess clients for signs of endocrinological abnormalities or distress.	K026	Knowledge of techniques and procedures for performing basic assessment of endocrinological functioning.
			K033	Knowledge of signs and symptoms associated with endocrine system dysfunction, disease, or distress.
	T115	Assess clients for signs of cardiovascular abnormalities or distress.	K034	Knowledge of techniques and procedures for performing basic assessment of cardiovascular functioning.
			K035	Knowledge of signs and symptoms associated with abnormal cardiovascular functioning.
			K036	Knowledge of signs and symptoms indicating cardiovascular distress.
	T116	Recognize, assess, and report signs and symptoms of medical emergencies.	K037	Knowledge of signs and symptoms indicating a medical emergency.
	T117	Obtain client vital signs.	K003	Knowledge of normal range of vital signs across the lifespan.
	T118	Obtain client blood glucose levels.	K038	Knowledge of normal range of blood glucose levels across the lifespan.
	T119	Document client nursing assessment data.	K039	Knowledge of procedures and legal requirements related to documentation of client assessments.

### CONTENT AREA 1: BASIC NURSING CARE (22%), continued

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks		Knowledge Statements	
0102 Interventions (11%)	T120	Prepare client for ordered diagnostic tests.	K009	Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
			K010	Knowledge of techniques and procedures for preparing clients for diagnostic testing.
	T121	Collect specimens for ordered diagnostic procedures.	K040	Knowledge of techniques and procedures for collecting specimens.
	T122	Implement measures to prevent the spread of parasitic infestations.	K041	Knowledge of infection control principles, techniques, and procedures.
			K042	Knowledge of asepsis and sterile techniques.
	T123	Implement standard procedures to prevent disease transmission and minimize risk of infection.	K041	Knowledge of infection control principles, techniques, and procedures.
			K042	Knowledge of asepsis and sterile techniques.
	T124	Educate clients and staff about infection control guidelines.	K041	Knowledge of infection control principles, techniques, and procedures.
			K042	Knowledge of asepsis and sterile techniques.
	T125	Handle and dispose of medical waste.	K043	Knowledge of techniques and procedures for disposing of soiled and contaminated materials.
	T126	Assist clients who have impaired mobility with ambulating.	K044	Knowledge of techniques, procedures, and devices for assisting client mobility.
			K045	Knowledge of procedures, techniques, and body mechanics for turning, transferring, positioning, and transporting clients with impaired mobility.
			K046	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
			K048	Knowledge of common types of assistive devices to aid functional movement.

**CONTENT AREA 1: BASIC NURSING CARE (22%), continued**

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks		Knowledge Statements	
0102 Interventions (11%)	T127	Assist clients with application and use of mobility aids.	K048	Knowledge of common types of assistive devices to aid functional movement.
			K045	Knowledge of procedures, techniques, and body mechanics for turning, transferring, positioning, and transporting clients with impaired mobility.
			K046	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
	128	Perform nursing interventions to prevent client skin breakdown.	K050	Knowledge of techniques and procedures for promoting skin integrity.
	129	Perform nursing interventions and treatments to aid in client skin healing.	K052	Knowledge of factors affecting the wound healing process.
			K053	Knowledge of nursing interventions related to bandages and dressings.
	T130	Perform nursing interventions and treatments to maintain optimal client mobility.	K054	Knowledge of techniques for performing range of motion exercises.
	T131	Perform nursing interventions and ordered treatments for client musculoskeletal injuries.	K055	Knowledge of nursing care related to casts.
			K046	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
			K054	Knowledge of techniques for performing range of motion exercises.



**CONTENT AREA 1: BASIC NURSING CARE (22%), continued**

This area assesses the candidate's knowledge of identifying client physiological status; preparing clients for nursing interventions and treatments; and performing nursing interventions and treatments.

Section	Tasks		Knowledge Statements	
0102 Interventions (11%)	T132	Monitor client diet for adherence to treatment plan	K056	Knowledge of procedures for monitoring client diet for adherence to treatment plan.
	T133	Monitor client intake and output for adherence to treatment plan.	K057	Knowledge of procedures for monitoring client dietary intake and output for adherence to treatment plan.
	T134	Prepare and administer ordered tube feedings.	K058	Knowledge of techniques and procedures for feeding clients with feeding tubes.
	T135	Assist clients with feeding.	K059	Knowledge of techniques and procedures for feeding clients with medical needs.
	T136	Perform or assist with activities of daily living based on physiological level of functioning.	K060	Knowledge of techniques and procedures for performing or assisting with activities of daily living.
	T137	Perform nursing interventions and treatments for client gastrointestinal and genitourinary functioning.	K061	Knowledge of techniques and procedures for performing gastrointestinal and genitourinary nursing interventions.
	T141	Perform nursing interventions and treatments for client respiratory functioning.	K062	Knowledge of techniques and procedures for performing respiratory nursing interventions.
	T142	Perform nursing interventions and treatments for client neurological functioning.	K063	Knowledge of techniques and procedures for performing nursing interventions to support neurological functioning.
	T143	Perform nursing interventions and treatments for client endocrinological functioning.	K064	Knowledge of techniques and procedures for performing nursing interventions to support endocrinological functioning.
	T144	Perform nursing interventions and treatments for client cardiovascular functioning.	K065	Knowledge of techniques and procedures for performing nursing interventions to support cardiovascular functioning.
	T145	Perform noninvasive emergency care procedures.	K066	Knowledge of basic emergency nursing interventions and procedures.
	T146	Document nursing interventions and treatments.	K067	Knowledge of procedures and legal requirements related to documentation of interventions and client response to care.

## CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%)

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0201 Assessment (12%)	T201	Identify client barriers to communication.	K068	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
			K069	Knowledge of common physical, psychosocial, and linguistic barriers to communication.
	T202	Identify client level of cognitive functioning.	K070	Knowledge of milestones of normal growth and development across the lifespan.
			K071	Knowledge of effects of common developmental disabilities and mental disorders on cognitive functioning.
	T203	Assess client patterns of verbal and nonverbal communication.	K068	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
	T204	Identify indicators of client substance use, addiction, related disorders, and prior history.	K072	Knowledge of methods and techniques for promoting client trust and open communication.
			K073	Knowledge of common substance use disorders.
			K074	Knowledge of physical and behavioral indicators associated with substance use and addiction.
			K075	Knowledge of effects of substance use and addiction on psychosocial functioning.
	T205	Obtain client psychiatric history.	K076	Knowledge of techniques and approaches for obtaining client clinical data and psychiatric history.
	T206	Assess clients for indications of being poor historians.	K077	Knowledge of indicators of inaccurate client-supplied historical information.
			K078	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.

## CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0201 Assessment (12%)	T207	Perform baseline assessment of client psychosocial status.	K079	Knowledge of effects of human diversity factors on psychosocial functioning.
			K080	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
			K078	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
			K081	Knowledge of effects of diet and nutrition on psychosocial functioning.
			K075	Knowledge of effects of substance use and addiction on psychosocial functioning.
	T208	Assess clients for signs of emotional distress.	K082	Knowledge of stressors that can influence wellbeing and daily functioning.
			K083	Knowledge of effects of stress on physical and mental health status.
			K078	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
	T209	Assess clients for signs and symptoms of mental disorders.	K070	Knowledge of milestones of normal growth and development across the lifespan.
			K078	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
			K075	Knowledge of effects of substance use and addiction on psychosocial functioning.

## CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0201 Assessment (12%)	T210	Assess client social, interpersonal, and communication skills.	K072	Knowledge of methods and techniques for promoting client trust and open communication.
			K068	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
			K069	Knowledge of common physical, psychosocial, and linguistic barriers to communication.
			K080	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
	T211	Differentiate between physiological and psychological root causes of client presenting signs and symptoms.	K083	Knowledge of effects of stress on physical and mental health status.
			K080	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
			K084	Knowledge of maladaptive coping mechanisms associated with mental disorders and developmental disabilities.
			K085	Knowledge of similar signs and symptoms that could be physiological or psychological.
	T212	Identify client psychosocial barriers to treatment.	K079	Knowledge of effects of human diversity factors on treatment interventions and outcomes.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks	Knowledge Statements
0201 Assessment (12%)	T213 Identify stressors and barriers affecting client well-being and daily functioning.	K082 Knowledge of stressors that can influence wellbeing and daily functioning.
		K083 Knowledge of effects of stress on physical and mental health status.
		K087 Knowledge of relationship between family dynamics and psychosocial functioning.
		K088 Knowledge of the impact of physical disabilities on providing care.
	T214 Assess client ability and motivation to identify self-care needs and perform self-care.	K089 Knowledge of techniques and procedures for assessing functional abilities for performing self-care.
		K090 Knowledge of effects of mental, developmental, or physical impairments on ability to perform self-care.
		K088 Knowledge of the impact of physical disabilities on providing care.
		K092 Knowledge of effects of common health problems, diseases, and aging on ability to perform self-care.
	T215 Assess client ability to perform activities of daily living.	K080 Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
		K093 Knowledge of methods and techniques for assessing client training needs related to social, leisure, vocational, and other independent living skills.
		K094 Knowledge of methods for establishing baseline measure of targeted skills and behaviors.
		K095 Knowledge of methods and techniques for performing a task analysis.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0201 Assessment (12%)	T216	Assess client leisure skills and activity level in an independent setting.	K217	Knowledge of methods for assessing client leisure skills and activity level in an independent setting.
	T217	Assess client leisure skills and activity level in a group setting.	K096	Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings.
			K097	Knowledge of effects of group dynamics on the therapeutic process and achieving treatment goals.
	T218	Assess client vocational and academic skills.	K098	Knowledge of methods for assessing client vocational and academic skills.
	T219	Document client psychosocial assessment data.	K099	Knowledge of procedures and legal requirements related to documentation of psychosocial assessments.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0202 Intervention and Evaluation (12%)	T220	Facilitate client integration into the therapeutic environment.	K100	Knowledge of strategies for creating and maintaining a therapeutic environment.
	T221	Maintain therapeutic milieu.	K100	Knowledge of strategies for creating and maintaining a therapeutic environment.
	T222	Promote client self-advocacy.	K101	Knowledge of strategies for teaching self-advocacy.
			K102	Knowledge of strategies for promoting adaptive coping and problem-solving skills.
			K103	Knowledge of strategies for advocating for client rights and needs.
	T223	Maintain therapeutic communication with clients.	K100	Knowledge of strategies for creating and maintaining a therapeutic environment.
	T224	Maintain rapport with clients.	K072	Knowledge of methods and techniques for promoting client trust and open communication.
	T225	Educate clients on decompensation prevention strategies.	K102	Knowledge of strategies for promoting adaptive coping and problem-solving skills.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K105	Knowledge of training methods and interventions pertaining to common mental disorders.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks	Knowledge Statements
0202 Intervention and Evaluation (12%)	T226 Educate clients on strategies for identifying and managing emotional triggers.	K106 Knowledge of training methods and interventions related to common developmental disabilities.
		K102 Knowledge of strategies for promoting adaptive coping and problem-solving skills.
		K104 Knowledge of treatment modalities for substance use, addiction, and other related disorders.
		K105 Knowledge of training methods and interventions pertaining to common mental disorders.
	T227 Educate clients on coping skills and how to incorporate them into daily living.	K106 Knowledge of training methods and interventions related to common developmental disabilities.
		K102 Knowledge of strategies for promoting adaptive coping and problem-solving skills.
		K104 Knowledge of treatment modalities for substance use, addiction, and other related disorders.
		K105 Knowledge of training methods and interventions pertaining to common mental disorders.



**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0202 Intervention and Evaluation (12%)	T228	Educate clients on strategies for developing and utilizing a support network.	K106	Knowledge of training methods and interventions related to common developmental disabilities.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K107	Knowledge of community resources to aid in maintaining sobriety.
			K105	Knowledge of training methods and interventions pertaining to common mental disorders.
	T229	Provide training to clients to establish client competency to stand trial.	K108	Knowledge of instructional methods, procedures, and goals related to court-mandated competency training.
	T230	Provide training to clients in social, interpersonal, and communication skills.	K069	Knowledge of common physical, psychosocial, and linguistic barriers to communication.
			K080	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
			K078	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section		Tasks	Knowledge Statements	
0202 Intervention and Evaluation (12%)	T231	Provide training to clients in individual and group leisure skills and activities.	K096	Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K105	Knowledge of training methods and interventions pertaining to common mental disorders.
			K102	Knowledge of strategies for promoting adaptive coping and problem-solving skills.
			K097	Knowledge of effects of group dynamics on the therapeutic process and achieving treatment goals.
	T232	Provide training to clients in vocational and functional academic skills.	K106	Knowledge of training methods and interventions related to common developmental disabilities.
			K109	Knowledge of resources for job training and employment of clients with developmental disabilities and mental disorders.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K105	Knowledge of training methods and interventions pertaining to common mental disorders.
			K096	Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section		Tasks	Knowledge Statements	
0202 Intervention and Evaluation (12%)	T233	Provide training to clients in independent living skills.	K106	Knowledge of training methods and interventions related to common developmental disabilities.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K110	Knowledge of methods and interventions for assisting clients with self-care.
	T234	Provide training to clients in self-care skills.	K106	Knowledge of training methods and interventions related to common developmental disabilities.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K105	Knowledge of training methods and interventions pertaining to common mental disorders.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section	Tasks		Knowledge Statements	
0202 Intervention and Evaluation (12%)	T236	Document client education and training related to psychosocial interventions.	K111	Knowledge of procedures and legal requirements related to documentation of psychosocial interventions and client response to care.
	T237	Assist clients in performance of self-care activities.	K110	Knowledge of methods and interventions for assisting clients with self-care.
	T238	Encourage and prompt clients to perform activities of daily living.	K080	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
			K078	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
			K106	Knowledge of training methods and interventions related to common developmental disabilities.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K091	Knowledge of the impact of physical disabilities on providing care.
			K110	Knowledge of methods and interventions for assisting clients with self-care.
	T239	Document assistance with client activities of daily living.	K111	Knowledge of procedures and legal requirements related to documentation of psychosocial interventions and client response to care.
	T240	Guide and support client efforts to maintain sobriety.	K087	Knowledge of relationship between family dynamics and psychosocial functioning.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K107	Knowledge of community resources to aid in maintaining sobriety.

**CONTENT AREA 2: PSYCHOSOCIAL STATUS (24%), continued**

This area assesses the candidate's knowledge of identifying client psychosocial status; providing psychosocial interventions and assistance with activities of daily living; educating clients on social, interpersonal, and communication skills; and maintaining a therapeutic milieu.

Section		Tasks	Knowledge Statements	
0202 Intervention and Evaluation (12%)	T241	Facilitate group activities for clients.	K096	Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings.
			K097	Knowledge of effects of group dynamics on the therapeutic process and achieving treatment goals.
			K104	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
			K112	Knowledge of methods and techniques for facilitating treatment groups.

### CONTENT AREA 3: BEHAVIOR MANAGEMENT (13%)

This area assesses the candidate's knowledge of identifying maladaptive behaviors, performing behavior management interventions, applying crisis management interventions, and educating clients on self-management strategies.

Section	Tasks		Knowledge Statements	
0301 Ongoing Behavior Management (6%)	T301	Identify client strengths and weaknesses related to cognitive, behavioral, and emotional functioning.	K113	Knowledge of methods and techniques for performing behavioral assessments.
	T302	Identify client maladaptive behaviors.	K113	Knowledge of methods and techniques for performing behavioral assessments.
			K114	Knowledge of signs of escalating behavior.
	T303	Identify factors contributing to client maladaptive behaviors.	K113	Knowledge of methods and techniques for performing behavioral assessments.
			K114	Knowledge of signs of escalating behavior.
	T304	Perform interventions to manage client maladaptive behaviors.	K115	Knowledge of behavior management principles and techniques.
			K116	Knowledge of techniques and strategies for teaching self-management skills.
			K114	Knowledge of signs of escalating behavior.
			K117	Knowledge of techniques and strategies for managing maladaptive behavior.
	T305	Educate and train clients in self-management strategies for increasing adaptive behaviors.	K115	Knowledge of behavior management principles and techniques.
			K116	Knowledge of techniques and strategies for teaching self-management skills.

**CONTENT AREA 3: BEHAVIOR MANAGEMENT (13%), continued**

This area assesses the candidate's knowledge of identifying maladaptive behaviors, performing behavior management interventions, applying crisis management interventions, and educating clients on self-management strategies.

Section		Tasks	Knowledge Statements	
0302 Crisis Management (7%)	T306	Recognize behavioral and physiological indicators of crisis.	K118	Knowledge of environmental factors that contribute to behavioral and psychiatric crises.
			K114	Knowledge of signs of escalating behavior.
			K119	Knowledge of methods for identifying precipitating events to behavioral and psychiatric crises.
			K120	Knowledge of behaviors requiring intensive observation and individual intervention.
			K121	Knowledge of indicators of behavioral and psychiatric crises.
	T307	Determine stage of crisis based on safety risk and presenting behaviors.	K122	Knowledge of the stages of crisis.
			K114	Knowledge of signs of escalating behavior.
			K121	Knowledge of indicators of behavioral and psychiatric crises.
	T308	Implement crisis intervention strategies according to stage of crisis.	K120	Knowledge of behaviors requiring intensive observation and individual intervention.
			K123	Knowledge of crisis intervention techniques and procedures.
	T309	Assess risk of client harming self or others.	K120	Knowledge of behaviors requiring intensive observation and individual intervention.
			K121	Knowledge of indicators of behavioral and psychiatric crises.

**CONTENT AREA 3: BEHAVIOR MANAGEMENT (13%), continued**

This area assesses the candidate's knowledge of identifying maladaptive behaviors, performing behavior management interventions, applying crisis management interventions, and educating clients on self-management strategies.

Section	Tasks		Knowledge Statements	
0302 Crisis Management (7%)	T310	Identify risk factors associated with applying restraints to clients or initiating client seclusion.	K124	Knowledge of effects of STAT medications on behavior during crisis.
			K125	Knowledge of laws and regulations related to the use of restraint and seclusion.
			K126	Knowledge of effects of seclusion on physical and mental health status.
	T311	Initiate client restraint or seclusion.	K127	Knowledge of techniques and procedures for managing assaultive behavior.
			K123	Knowledge of crisis intervention techniques and procedures.
			K125	Knowledge of laws and regulations related to the use of restraint and seclusion.
			K223	Knowledge of techniques and procedures for safe initiation, application, and removal of restraints.
	T312	Monitor client response to restraint or seclusion.	K124	Knowledge of effects of STAT medications on behavior during crisis.
			K125	Knowledge of laws and regulations related to the use of restraint and seclusion.
			K128	Knowledge of effects of restraint on physical and mental health status.
			K126	Knowledge of effects of seclusion on physical and mental health status.



### CONTENT AREA 3: BEHAVIOR MANAGEMENT (13%), continued

This area assesses the candidate's knowledge of identifying maladaptive behaviors, performing behavior management interventions, applying crisis management interventions, and educating clients on self-management strategies.

Section	Tasks		Knowledge Statements	
0302 Crisis Management (7%)	T313	Provide for basic physiological needs and activities of daily living for clients during restraint.	K129	Knowledge of techniques and procedures for providing client care during restraint, seclusion, and voluntary exclusion.
	T314	Assess client readiness for removal from restraints, seclusion, or voluntary exclusion.	K130	Knowledge of techniques and procedures for safe initiation and cessation of seclusion.
			K223	Knowledge of techniques and procedures for safe initiation, application, and removal of restraints.
			K128	Knowledge of effects of restraint on physical and mental health status.
			K126	Knowledge of effects of seclusion on physical and mental health status.
	T315	Debrief staff after crisis resolution.	K131	Knowledge of methods for debriefing staff after crisis resolution.
	T316	Debrief client after crisis resolution to reintegrate them into the milieu.	K132	Knowledge of techniques and procedures for reintegrating client into the milieu after restraint, seclusion, or voluntary exclusion.
	T317	Debrief clients in the milieu after the resolution of a client crisis situation.	K133	Knowledge of methods for debriefing clients after crisis resolution.
	T318	Evaluate the effectiveness of crisis interventions with treatment team.	K134	Knowledge of techniques for evaluating crises and implemented interventions.
	T319	Report and document crisis incidents, implemented interventions, and effectiveness.	K135	Knowledge of procedures for documenting and reporting crises and implemented interventions.

#### CONTENT AREA 4: MEDICATIONS (18%)

This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.

Section	Tasks		Knowledge Statements	
040 Assessment and Evaluation (3%)	T401	Identify client needs for PRN medications and treatments.	K136	Knowledge of signs and symptoms indicating need for PRN medications and treatments.
	T402	Identify client allergies and other contraindications before administering medications.	K224	Knowledge of therapeutic ranges for common medications.
			K138	Knowledge of effects of diet and fluid intake on medication effectiveness.
			K139	Knowledge of allergy effects and their impacts on medication administration.
	T404	Assess client responses and reactions to medications and treatments.	K143	Knowledge of the actions, indications, contraindications, dosages, precautions, and adverse reactions of commonly prescribed medications, over-the-counter medications, and dietary supplements.
			K217	Knowledge of signs and symptoms indicating adverse reactions to commonly prescribed medications, over-the-counter medications, and dietary supplements.
			K218	Knowledge of signs and symptoms of medication or illegal drug overdose.
	T405	Assess client reasons for medication refusal.	K157	Knowledge of legal requirements related to client refusal of medication.
			K140	Knowledge of the "Rights" of medication administration.

#### CONTENT AREA 4: MEDICATIONS (18%), continued

This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.

Section	Tasks		Knowledge Statements	
0402 Medication Administration and Documentation (15%)	T406	Verify that client medication and treatment administration records correspond to physician orders.	K140	Knowledge of the "Rights" of medication administration.
			K141	Knowledge of methods and procedures for preventing medication administration errors.
			K142	Knowledge of procedures for clarifying physician orders.
	T407	Verify that medication orders are accurate, complete, and current before administering medications and treatments to clients.	K143	Knowledge of the actions, indications, contraindications, dosages, precautions, and adverse reactions of commonly prescribed medications, over-the-counter medications, and dietary supplements.
			K144	Knowledge of medication classifications.
			K224	Knowledge of therapeutic ranges for common medications.
			K142	Knowledge of procedures for clarifying physician orders.
			K141	Knowledge of methods and procedures for preventing medication administration errors.
	T408	Recognize medication errors in physician orders.	K143	Knowledge of the actions, indications, contraindications, dosages, precautions, and adverse reactions of commonly prescribed medications, over-the-counter medications, and dietary supplements.
			K144	Knowledge of medication classifications.
			K224	Knowledge of therapeutic ranges for common medications.
			K146	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
			K141	Knowledge of methods and procedures for preventing medication administration errors.

**CONTENT AREA 4: MEDICATIONS (18%), continued**

This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.

Section	Tasks	Knowledge Statements
0402 Medication Administration and Documentation (15%)	T409 Perform client medication dosage calculations according to physician orders.	K145 Knowledge of techniques and procedures for calculating medication dosages.
	T410 Prepare client medications for administration by injection.	K140 Knowledge of the "Rights" of medication administration.
		K141 Knowledge of methods and procedures for preventing medication administration errors.
		K147 Knowledge of techniques and procedures for preparing and administering medications.
	T411 Prepare client medications for oral administration.	K140 Knowledge of the "Rights" of medication administration.
		K141 Knowledge of methods and procedures for preventing medication administration errors.
		K147 Knowledge of techniques and procedures for preparing and administering medications.
	T412 Provide medication education to clients.	K143 Knowledge of the actions, indications, contraindications, dosages, precautions, and adverse reactions of commonly prescribed medications, over-the-counter medications, and dietary supplements.
		K138 Knowledge of effects of diet and fluid intake on medication effectiveness.
		K147 Knowledge of techniques and procedures for preparing and administering medications.
	T413 Educate clients on procedures for self-medication and medication management.	K143 Knowledge of the actions, indications, contraindications, dosages, precautions, and adverse reactions of commonly prescribed medications, over-the-counter medications, and dietary supplements.
		K138 Knowledge of effects of diet and fluid intake on medication effectiveness.
		K147 Knowledge of techniques and procedures for preparing and administering medications.

**CONTENT AREA 4: MEDICATIONS (18%), continued**

This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.

Section	Tasks		Knowledge Statements	
0402 Medication Administration and Documentation (15%)	T414	Administer client medications by injection.	K140	Knowledge of the "Rights" of medication administration.
			K147	Knowledge of techniques and procedures for preparing and administering medications.
			K141	Knowledge of methods and procedures for preventing medication administration errors.
	T415	Administer oral medications to clients.	K140	Knowledge of the "Rights" of medication administration.
			K147	Knowledge of techniques and procedures for preparing and administering medications.
			K141	Knowledge of methods and procedures for preventing medication administration errors.
	T416	Maintain security of medications and medication supplies.	K148	Knowledge of legal requirements related to storage and medication administration of controlled substances.
			K149	Knowledge of legal and procedural requirements related to storage and disposal of medications.
			K150	Knowledge of legal requirements and procedures for the accounting of medications and controlled substances.
	T417	Store medications in accordance with legal requirements and manufacturer guidelines.	K148	Knowledge of legal requirements related to storage and medication administration of controlled substances.
			K150	Knowledge of legal requirements and procedures for the accounting of medications and controlled substances.

#### CONTENT AREA 4: MEDICATIONS (18%), continued

This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.

Section	Tasks		Knowledge Statements	
0402 Medication Administration and Documentation (15%)	T418	Dispose of medications in accordance with legal requirements and manufacturer guidelines.	K151	Knowledge of legal and procedural requirements for medication waste and disposal.
			K150	Knowledge of legal requirements and procedures for the accounting of medications and controlled substances.
			K149	Knowledge of legal and procedural requirements related to storage and disposal of medications.
	T419	Evaluate facility needs for pharmaceutical supplies and medications to ensure adequate inventory.	K152	Knowledge of methods for determining adequacy of on-hand pharmaceutical inventory and supplies.
	T420	Transcribe physician verbal, written, or telephone orders in client medication records.	K146	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
			K153	Knowledge of legal requirements and procedures for documenting medication administrations.
	T421	Document client vital signs before medication administration.	K146	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
			K153	Knowledge of legal requirements and procedures for documenting medication administrations.
	T422	Document client blood glucose levels before insulin administration.	K146	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
			K154	Knowledge of therapeutic ranges of client blood glucose.
			K153	Knowledge of legal requirements and procedures for documenting medication administrations.

**CONTENT AREA 4: MEDICATIONS (18%), continued**

This area assesses the candidate's knowledge of preparing, administering, and documenting medications and treatments in accordance with legal requirements; providing client education on medication and treatments; and evaluating client response to medication and treatments.

Section	Tasks		Knowledge Statements	
0402 Medication Administration and Documentation (15%)	T423	Document medications administered to clients.	K146	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
			K153	Knowledge of legal requirements and procedures for documenting medication administrations.
	T424	Report and document client medication refusal and noncompliance.	K155	Knowledge of documentation and reporting requirements for medication refusal based on client status.
			K156	Knowledge of documentation and reporting requirements for medication refusal based on medication criticality.
			K157	Knowledge of legal requirements related to client refusal of medication.
			K158	Knowledge of principles and procedures for escalating client health matters to other care team members.
	T425	Report and document client medication and treatment errors.	K159	Knowledge of procedures for reporting and documenting medication and treatment errors.
	T426	Count and sign for controlled substances.	K150	Knowledge of legal requirements and procedures for the accounting of medications and controlled substances.
	T427	Obtain second signature for administration, disposal, and waste of medications and controlled substances.	K150	Knowledge of legal requirements and procedures for the accounting of medications and controlled substances.
			K149	Knowledge of legal and procedural requirements related to storage and disposal of medications.
			K151	Knowledge of legal and procedural requirements for medication waste and disposal.

## CONTENT AREA 5: TREATMENT PLANNING (5%)

This area assesses the candidate's knowledge of communicating assessment data and assisting the treatment team with the development of the treatment plan, including discharge planning, client education, and evaluation of effectiveness.

Section	Tasks	Knowledge Statements
	T501 Participate in development of client treatment plans.	K160 Knowledge of techniques for communicating assessment data to treatment team members.
		K161 Knowledge of process for developing treatment goals.
		K162 Knowledge of techniques and procedures for assisting in development of treatment plan.
	T502 Assess client progress relative to treatment goals.	K163 Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.
	T503 Assess effectiveness of client treatment plan.	K164 Knowledge of methods and principles for evaluating the effectiveness of treatment plan assessments and interventions.
	T504 Evaluate client treatment plan outcomes.	K164 Knowledge of methods and principles for evaluating the effectiveness of treatment plan assessments and interventions.
		K166 Knowledge of techniques for identifying client readiness for discharge.
		K167 Knowledge of methods and principles for reporting the results of assessments and interventions.
		K168 Knowledge of factors indicating client readiness for community placement.
	T505 Report collected client data to the treatment team.	K160 Knowledge of techniques for communicating assessment data to treatment team members.
	T506 Escalate client care matters to other care team members.	K158 Knowledge of principles and procedures for escalating client health matters to other care team members.
	T507 Facilitate scheduling of client treatments and therapies.	K170 Knowledge of how client medications and treatments affect scheduling of appointments and procedures.



**CONTENT AREA 5: TREATMENT PLANNING (5%), continued**

This area assesses the candidate's knowledge of communicating assessment data and assisting the treatment team with the development of the treatment plan, including discharge planning, client education, and evaluation of effectiveness.

Section	Tasks		Knowledge Statements	
T508	Prepare clients for physician-administered treatments and procedures.	K171	Knowledge of common preparation requirements for treatments and procedures.	
		K163	Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.	
	T510	Assist clients with integration into the community.	K172	Knowledge of common community resources for supporting post-discharge placement.
			K173	Knowledge of techniques and procedures for preparing client for discharge.
T511	Assist clients to achieve closure of technician-client relationship before transfer or discharge.	K174	Knowledge of techniques for achieving closure in technician-client relationship.	

**CONTENT AREA 6: SAFE AND EFFECTIVE CARE ENVIRONMENT (8%)**

This area assesses the candidate's knowledge of identifying and providing for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.

Section	Tasks		Knowledge Statements	
0601 Supervision and Management (3%)	T601	Plan unit activities based on client needs, abilities, and interests.	K175	Knowledge of techniques and procedures for planning unit activities.
	T602	Schedule staff and assign tasks based on client needs and staff capabilities.	K176	Knowledge of procedures for staff scheduling based on client needs.
			K177	Knowledge of procedures for evaluating staff ability when making assignments.
			K178	Knowledge of procedures for delegating tasks to staff based on staff scope of practice, training, and experience.
	T603	Instruct staff on assigned tasks and evaluate staff ability to perform those tasks.	K177	Knowledge of procedures for evaluating staff ability when making assignments.
			K225	Knowledge of techniques for managing and evaluating staff performance.
			K179	Knowledge of principles of leadership and supervision.
	T604	Monitor the work of staff under supervision.	K225	Knowledge of techniques for managing and evaluating staff performance.
			K179	Knowledge of principles of leadership and supervision.
	T605	Provide feedback about staff performance to management.	K225	Knowledge of techniques for managing and evaluating staff performance.
			K179	Knowledge of principles of leadership and supervision.

**CONTENT AREA 6: SAFE AND EFFECTIVE CARE ENVIRONMENT (8%), continued**

This area assesses the candidate's knowledge of identifying and providing for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.

Section	Tasks		Knowledge Statements	
0601 Supervision and Management (3%)	T606	Provide performance feedback to staff.	K225	Knowledge of techniques for managing and evaluating staff performance.
			K179	Knowledge of principles of leadership and supervision.
	T607	Identify and resolve conflicts among staff.	K179	Knowledge of principles of leadership and supervision.
			K180	Knowledge of conflict resolution processes and techniques.
	T608	Maintain continuity of care by reporting client information to oncoming shift.	K181	Knowledge of methods and procedures for reporting changes in client status and treatment to oncoming staff.

**CONTENT AREA 6: SAFE AND EFFECTIVE CARE ENVIRONMENT (8%), continued**

This area assesses the candidate's knowledge of identifying and providing for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.

Section	Tasks	Knowledge Statements
0602 Safe Living Environment (5%)	T609 Perform facility rounds.	K182 Knowledge of procedures for performing rounds.
		K183 Knowledge of techniques and procedures for discovery and correction of unsafe environmental conditions.
		K184 Knowledge of procedures for reporting and documenting emergencies.
	T610 Assess physical environment for presence of weapons or other contraband.	K185 Knowledge of techniques and procedures for discovery and removal of unsafe objects and materials from clients.
		K186 Knowledge of legal requirements pertaining to search and seizure of contraband.
		K183 Knowledge of techniques and procedures for discovery and correction of unsafe environmental conditions.
		K184 Knowledge of procedures for reporting and documenting emergencies.
	T611 Secure potential weapons or other contraband.	K185 Knowledge of techniques and procedures for discovery and removal of unsafe objects and materials from clients.
		K187 Knowledge of procedures for reporting and documenting unsafe conditions.
		K188 Knowledge of procedures for reporting and documenting contraband.
		K184 Knowledge of procedures for reporting and documenting emergencies.
	T612 Assess physical environment to identify hazardous conditions.	K183 Knowledge of procedures for reporting and documenting hazardous conditions.
		K189 Knowledge of procedures for implementing emergency response plans.

**CONTENT AREA 6: SAFE AND EFFECTIVE CARE ENVIRONMENT (8%), continued**

This area assesses the candidate's knowledge of identifying and providing for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.

Section	Tasks		Knowledge Statements	
0602 Safe Living Environment (5%)	T613	Contain or remove potentially harmful materials and substances.	K183	Knowledge of procedures for reporting and documenting hazardous conditions.
			K189	Knowledge of procedures for implementing emergency response plans.
			K185	Knowledge of techniques and procedures for discovery and removal of unsafe objects and materials from clients.
	T614	Assess client ability to maintain a safe living environment.	K190	Knowledge of techniques and procedures for maintaining a clean and safe living environment.
	T615	Assess adequacy of client housing accommodations.	K191	Knowledge of techniques and procedures for assessing the safety and suitability of client housing accommodations.
	T616	Perform emergency or disaster procedures according to facility plan.	K192	Knowledge of techniques and procedures for maintaining client and staff safety during emergencies or disaster.
			K189	Knowledge of procedures for implementing emergency response plans.
			K184	Knowledge of procedures for reporting and documenting emergencies.

**CONTENT AREA 7: LEGAL AND PROFESSIONAL RESPONSIBILITIES (10%)**

This area assesses the candidate's knowledge of complying with legal, ethical, and professional requirements related to the psychiatric technician profession.

Section	Tasks	Knowledge Statements
T701	Obtain informed consent for treatment in accordance with legal and ethical guidelines.	K195 Knowledge of methods and procedures for obtaining informed consent.
		K196 Knowledge of legal requirements related to informed consent.
T702	Inform clients about rights, responsibilities, and denial of rights.	K197 Knowledge of client rights and responsibilities.
		K198 Knowledge of legal requirements pertaining to denial of client rights.
T703	Inform clients about limitations of confidentiality.	K199 Knowledge of legal requirements related to client confidentiality and privacy.
		K200 Knowledge of legal requirements related to duty to protect.
		K201 Knowledge of legal requirements related to limitations of confidentiality.

**CONTENT AREA 7: LEGAL AND PROFESSIONAL RESPONSIBILITIES (10%), continued**

This area assesses the candidate's knowledge of complying with legal, ethical, and professional requirements related to the psychiatric technician profession.

Section	Tasks	Knowledge Statements
T704	Inform clients about the legal requirements and their rights related to holds, conservatorship, or court orders.	K202 Knowledge of legal requirements related to commitment of individuals with grave disability.
		K203 Knowledge of laws and regulations related to commitment of incarcerated individuals.
		K204 Knowledge of laws and regulations related to commitment of individuals who are adjudicated as mentally disordered offenders or sexually violent predators.
		K205 Knowledge of legal requirements related to voluntary and involuntary commitment.
		K206 Knowledge of procedures for documenting client commitment, response to commitment, and understanding of legal status.
		K207 Knowledge of legal requirements related to individuals found incompetent to stand trial.
T705	Ensure client rights to privacy and dignity.	K197 Knowledge of client rights and responsibilities.
		K199 Knowledge of legal requirements related to client confidentiality and privacy.
T706	Advocate for client rights and needs.	K103 Knowledge of strategies for advocating for client rights and needs.
		K199 Knowledge of legal requirements related to client confidentiality and privacy.

**CONTENT AREA 7: LEGAL AND PROFESSIONAL RESPONSIBILITIES (10%), continued**

This area assesses the candidate's knowledge of complying with legal, ethical, and professional requirements related to the psychiatric technician profession.

Section	Tasks	Knowledge Statements
T707	Maintain confidentiality and privacy of client information.	K208 Knowledge of legal requirements related to client confidentiality and privacy.
		K201 Knowledge of legal requirements related to limitations of confidentiality.
		K209 Knowledge of procedures and legal requirements to secure consent to release client information.
		K210 Knowledge of methods and legal requirements to maintain confidentiality of client information and records.
T708	Notify targeted individuals or authorities of client intent to cause harm to self, others, or property.	K199 Knowledge of legal requirements related to client confidentiality and privacy.
		K200 Knowledge of legal requirements related to duty to protect.
		K201 Knowledge of legal requirements related to limitations of confidentiality.
		K210 Knowledge of methods and legal requirements to maintain confidentiality of client information and records.
T709	Identify and report cases of suspected abuse and neglect.	K212 Knowledge of laws and regulations related to reporting of abuse and neglect.
T710	Identify and report cases of communicable disease.	K213 Knowledge of laws and regulations related to reporting of communicable diseases.



**CONTENT AREA 7: LEGAL AND PROFESSIONAL RESPONSIBILITIES (10%), continued**

This area assesses the candidate's knowledge of complying with legal, ethical, and professional requirements related to the psychiatric technician profession.

Section	Tasks	Knowledge Statements
T711	Identify and report incompetence and unprofessional conduct by health care personnel.	K214 Knowledge of regulations related to reporting incompetence and unprofessional conduct by health care professionals.
		K215 Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
		K216 Knowledge of the impact of limitations of professional experience, education, and training on scope of practice.
T712	Establish and maintain professional boundaries.	K228 Knowledge of methods and techniques to establish and maintain professional boundaries.
		K227 Knowledge of ethical principles related to conflict of interest in performance of professional duties.
T713	Recognize situations, behaviors, and conflicts of interests that may impair ability to practice safely and competently.	K219 Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
		K220 Knowledge of areas of practice requiring specialized training.
		K221 Knowledge of legal limitations related to the development of nursing care and treatment plans.
		K215 Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
		K216 Knowledge of the impact of limitations of professional experience, education, and training on scope of practice.
		K227 Knowledge of ethical principles related to conflict of interest in performance of professional duties.

**CONTENT AREA 7: LEGAL AND PROFESSIONAL RESPONSIBILITIES (10%), continued**

This area assesses the candidate's knowledge of complying with legal, ethical, and professional requirements related to the psychiatric technician profession.

Section	Tasks	Knowledge Statements
70	T714 Comply with the psychiatric technician scope of practice.	K219 Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
		K220 Knowledge of areas of practice requiring specialized training.
		K221 Knowledge of legal limitations related to the development of nursing care and treatment plans.
		K215 Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
		K216 Knowledge of the impact of limitations of professional experience, education, and training on scope of practice.
	T715 Inform supervisor of the need for additional training to perform an assigned task.	K219 Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
		K220 Knowledge of areas of practice requiring specialized training.
		K221 Knowledge of legal limitations related to the development of nursing care and treatment plans.
		K215 Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
		K216 Knowledge of the impact of limitations of professional experience, education, and training on scope of practice.

## CHAPTER 6 | CONCLUSION

The OA of the psychiatric technician profession described in this report provides a comprehensive description of current practice in California. The procedures employed to perform the OA were based upon a content validation strategy to ensure that the results accurately represent psychiatric technician practice. Results of this OA provide information regarding current practice that can be used to develop valid and legally defensible examinations and to make job-related decisions regarding occupational licensure.

Use of the Psychiatric Technician Examination Outline contained in this report ensures that the Board is compliant with BPC § 139.

This report provides all documentation necessary to verify that the analysis has been completed in accordance with legal, professional, and technical standards.

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## APPENDIX A | QUESTIONNAIRE



## 2025 Psychiatric Technician Occupational Analysis Survey

### Message from the Board of Vocational Nursing and Psychiatric Technicians

To our Psychiatric Technician Licensees:

The Board is in the process of conducting an occupational analysis (OA) of the licensed Psychiatric Technician (PT) profession in California. An OA is a comprehensive study of a profession, and the OA survey is a critical component.

The survey was developed by test specialists from the Office of Professional Examination Services (OPES) with the participation and input of licensed PT professionals serving as subject matter experts (SMEs). This survey will identify the frequency of tasks that are performed across the profession and their importance to Psychiatric Technician practice.

We understand that your time is valuable and appreciate your contribution to this important study:

- Licensed Psychiatric Technicians, who fully complete the survey and provide their license number, will receive **2 hours** of continuing education credit. Credit will be issued approximately 4-6 weeks after the survey deadline.
- The results of the OA will be used to update the description of practice that provides the basis for the California Psychiatric Technician Licensure Examination (CAPTLE).

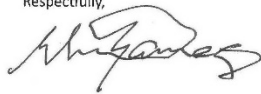
This survey is available online. You can complete it any time before the deadline of **March 28, 2025**.

You can leave and reenter the survey as needed using the same device and browser. Responses on fully completed survey pages will be saved.

If you need technical assistance with the survey, please contact [Jason.Underwood@dca.ca.gov](mailto:Jason.Underwood@dca.ca.gov).

We value your contribution and appreciate your time!

Respectfully,





## 2025 Psychiatric Technician Occupational Analysis Survey

### License Information - Part 1

**Complete this survey only if you are currently licensed and have worked as a Psychiatric Technician in California in the past 12 months.**

**The Board of Vocational Nursing and Psychiatric Technicians (BVNPT) recognizes that every licensed Psychiatric Technician may not perform all of the tasks contained in this survey. Your participation as a Licensed Psychiatric Technician is critical to this study regardless of how many of the tasks in this survey you perform at your job.**

\* 1. Are you currently practicing (or have in the past 12 months) as a Psychiatric Technician in California?

- ☐ Yes  
☐ No



## 2025 Psychiatric Technician Occupational Analysis Survey

### License Information - Part 2

\* 2. Please enter your license number. Your license number allows continuing education credit to be granted for completing the survey. Please carefully check your license number entry for accuracy. If you do not know your license number you can search for it using the Department of Consumer Affairs license search tool located here: <https://search.dca.ca.gov/>

2025 Psychiatric Technician Occupational Analysis Survey

**Personal Information - Part 1**

\* 3. How many years have you been licensed as a Psychiatric Technician in California?

- ☐ less than 1
- ☐ 1-5
- ☐ 6-10
- ☐ 11-20
- ☐ 21 or more

\* 4. How many hours do you typically work per week as a Psychiatric Technician?

- ☐ 0-9
- ☐ 10-19
- ☐ 20-29
- ☐ 30-39
- ☐ 40-49
- ☐ 50 or more

## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 2a

\* 5. What is your typical work shift as a Psychiatric Technician?

- ☐ Day
- ☐ Evening / Swing
- ☐ Night
- ☐ Other

\* 6. Do you work alternate/additional shifts?

- ☐ Yes
- ☐ No

2025 Psychiatric Technician Occupational Analysis Survey

Personal Information - Part 2b

\* 7. What alternate/additional shifts do you work as a Psychiatric Technician? (select all that apply)

- ☐ Variable
- ☐ Day
- ☐ Evening / Swing
- ☐ Night
- ☐ Other

## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 3a

\* 8. What is your typical shift length as a Psychiatric Technician?

- ☐ 8
- ☐ 10
- ☐ 12
- ☐ 16
- ☐ Other

\* 9. Do you work other shift lengths?

- ☐ Yes
- ☐ No

## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 3b

\* 10. What other shift lengths do you work as a Psychiatric Technician? (select all that apply)

- ☐ 8
- ☐ 10
- ☐ 12
- ☐ 16
- ☐ Other

## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 4a

\* 11. Which of the following types of organizations best describes your primary employer?

- ☐ Federal Government
- ☐ State Government
- ☐ City or County Government
- ☐ Private not-for-profit
- ☐ Private for-profit

\* 12. What best describes the location of your primary work setting?

- ☐ Urban (more than 100,000 people), highly dense population within city limits
- ☐ Suburban, less densely populated areas (typically bordering a city)
- ☐ Rural (fewer than 10,000 people) sparsely populated areas further outside of a city (e.g., countryside, farmlands)

\* 13. What best describes your primary work setting?

- ☐ Correctional or detention
- ☐ Long-term psychiatric
- ☐ Long-term for clients with developmental disabilities
- ☐ Long-term medical/surgical
- ☐ Residential care
- ☐ Substance abuse treatment (e.g., dual diagnosis)
- ☐ Outpatient psychiatric
- ☐ Acute psychiatric
- ☐ Emergency room in acute hospital
- ☐ Emergency psychiatric or crisis unit
- ☐ Educational or school
- ☐ Vocational training
- ☐ Day program/service
- ☐ Adult development center
- ☐ Skilled nursing (e.g., memory care)
- ☐ Other



## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 4b

\* 14. What else describes your work setting? (select all that apply)

- ☐ Correctional or detention
- ☐ Long-term psychiatric
- ☐ Long-term for clients with developmental disabilities
- ☐ Long-term medical/surgical
- ☐ Residential care
- ☐ Substance abuse treatment (e.g., dual diagnosis)
- ☐ Outpatient psychiatric
- ☐ Acute psychiatric
- ☐ Emergency room in acute hospital
- ☐ Emergency psychiatric or crisis unit
- ☐ Educational or school
- ☐ Vocational training
- ☐ Day program/service
- ☐ Adult development center
- ☐ Skilled nursing (e.g., memory care)
- ☐ Other

## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 5a

\* 15. How frequently do you provide care to clients in each of the following age ranges?

	<b>Never</b>	<b>Annually</b> (at least once per year)	<b>Quarterly</b> (at least once per 3 months)	<b>Monthly</b> (at least once per month)	<b>Weekly</b> (at least once per week)	<b>Daily</b> (at least once per day)
Newborn (less than 29 days)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Infant (29 days - 364 days)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Toddler (1 year - 3 years)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Children (4 years to 12 years)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adolescents (13 - 18 years)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Young adults (19 - 29 years)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adults (30 - 64 years)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Older adults (65 - 74 years)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Geriatric (75 years and older)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* 16. Which of the following diagnoses best describes the clients you typically work with at your primary employer?

- ☐ Mental illness
- ☐ Developmental disability
- ☐ Substance abuse
- ☐ Dual diagnosis: mental illness and substance abuse
- ☐ Dual diagnosis: mental illness and developmental disability

\* 17. Do you supervise any licensed or unlicensed staff?

- ☐ Yes
- ☐ No

2025 Psychiatric Technician Occupational Analysis Survey

Personal Information - Part 5b

\* 18. How many staff do you supervise?

- ☐ 0
- ☐ 1-5
- ☐ 6-10
- ☐ 11-15
- ☐ 16 or more

2025 Psychiatric Technician Occupational Analysis Survey

Personal Information - Part 6a

\* 19. What is the highest level of education you have achieved?

- ☐ High school graduate or equivalent
- ☐ Psychiatric Technician program graduate
- ☐ Associates degree
- ☐ Bachelors degree
- ☐ Masters degree
- ☐ Doctorate
- ☐ Other (please specify)

\* 20. Do you hold any other licenses or certifications?

- ☐ Yes
- ☐ No

2025 Psychiatric Technician Occupational Analysis Survey

Personal Information - Part 6b

\* 21. What other licenses or certifications do you hold?

- ☐ Certified Nurse Assistant (CNA)
- ☐ California Certified Medical Assistant (CCMA)
- ☐ Licensed Vocational Nurse (LVN)
- ☐ Alcohol and Drug Counselor (ADC)
- ☐ Registered Nurse (RN)
- ☐ Certified Phlebotomy Technician (CPT)
- ☐ Marriage and Family Therapist (MFT)
- ☐ Licensed Clinical Social Worker (LCSW)
- ☐ Lanterman-Petris-Short Act (LPS)
- ☐ Other (please specify)

## 2025 Psychiatric Technician Occupational Analysis Survey

### Personal Information - Part 7

\* 22. In what California county do you perform the majority of your work?

- |                                    |                                       |                                     |
|------------------------------------|---------------------------------------|-------------------------------------|
| <input type="radio"/> Alameda      | <input type="radio"/> Marin           | <input type="radio"/> San Mateo     |
| <input type="radio"/> Alpine       | <input type="radio"/> Mariposa        | <input type="radio"/> Santa Barbara |
| <input type="radio"/> Amador       | <input type="radio"/> Mendocino       | <input type="radio"/> Santa Clara   |
| <input type="radio"/> Butte        | <input type="radio"/> Merced          | <input type="radio"/> Santa Cruz    |
| <input type="radio"/> Calaveras    | <input type="radio"/> Modoc           | <input type="radio"/> Shasta        |
| <input type="radio"/> Colusa       | <input type="radio"/> Mono            | <input type="radio"/> Sierra        |
| <input type="radio"/> Contra Costa | <input type="radio"/> Monterey        | <input type="radio"/> Siskiyou      |
| <input type="radio"/> Del Norte    | <input type="radio"/> Napa            | <input type="radio"/> Solano        |
| <input type="radio"/> El Dorado    | <input type="radio"/> Nevada          | <input type="radio"/> Sonoma        |
| <input type="radio"/> Fresno       | <input type="radio"/> Orange          | <input type="radio"/> Stanislaus    |
| <input type="radio"/> Glenn        | <input type="radio"/> Placer          | <input type="radio"/> Sutter        |
| <input type="radio"/> Humboldt     | <input type="radio"/> Plumas          | <input type="radio"/> Tehama        |
| <input type="radio"/> Imperial     | <input type="radio"/> Riverside       | <input type="radio"/> Trinity       |
| <input type="radio"/> Inyo         | <input type="radio"/> Sacramento      | <input type="radio"/> Tulare        |
| <input type="radio"/> Kern         | <input type="radio"/> San Benito      | <input type="radio"/> Tuolumne      |
| <input type="radio"/> Kings        | <input type="radio"/> San Bernardino  | <input type="radio"/> Ventura       |
| <input type="radio"/> Lake         | <input type="radio"/> San Diego       | <input type="radio"/> Yolo          |
| <input type="radio"/> Lassen       | <input type="radio"/> San Francisco   | <input type="radio"/> Yuba          |
| <input type="radio"/> Los Angeles  | <input type="radio"/> San Joaquin     |                                     |
| <input type="radio"/> Madera       | <input type="radio"/> San Luis Obispo |                                     |

## 2025 Psychiatric Technician Occupational Analysis Survey

### Rating Job Tasks

#### INSTRUCTIONS FOR RATING TASKS

This part of the survey contains lists of task statements organized by content area. There are 175 tasks to rate.

Rate the tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

The boxes for rating the Frequency and Importance of each task have drop-down lists. Click the down arrow in each box to see the rating options, and then select the value that applies to your current job. Your Frequency and Importance ratings should be separate and independent. The ratings that you assign on one rating scale should not influence the ratings that you assign on the other rating scale. For example, a task could be very important but performed infrequently, or vice versa.

If the task is not part of your current job, rate the task "0" (zero) Frequency and "0" (zero) Importance.

#### FREQUENCY SCALE

**HOW OFTEN** do you perform this task in your current job? Consider all of the tasks you have performed over the past year and make your judgment relative to all other tasks you perform.

- 0 - DOES NOT APPLY.** I do not perform this task in my current job.
- 1 - RARELY.** I perform this task the least often in my current job relative to other tasks I perform.
- 2 - SELDOM.** I perform this task less often than most other tasks I perform in my current job.
- 3 - REGULARLY.** I perform this task as often as other tasks I perform in my current job.
- 4 - OFTEN.** I perform this task more often than most other tasks I perform in my current job.
- 5 - VERY OFTEN.** This task is one of the tasks I perform most often in my current job relative to other tasks I perform.

#### IMPORTANCE SCALE

**HOW IMPORTANT** are these tasks in the performance of your current job?

**0 - NOT IMPORTANT; DOES NOT APPLY TO MY JOB.** I do not perform this task in my current job.

**1 - OF MINOR IMPORTANCE.** This task is of minor importance for effective performance in my current job.

**2 - FAIRLY IMPORTANT.** This task is fairly important for effective performance in my current job.

**3 - MODERATELY IMPORTANT.** This task is moderately important for effective performance in my current job.

**4 - VERY IMPORTANT.** This task is very important for effective performance in my current job.

**5 - CRITICALLY IMPORTANT.** This task is extremely important for effective performance in my current job.<



## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 1 - Basic Nursing Care

#### Subarea 1 - Assessment

\* 23. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T101. Perform baseline assessment of client physical status, including subjective and objective data.	<input type="text"/>	<input type="text"/>
T102. Identify client chief complaint.	<input type="text"/>	<input type="text"/>
T103. Collect and verify client information.	<input type="text"/>	<input type="text"/>
T104. Confirm client preparedness for administration of treatments or procedures.	<input type="text"/>	<input type="text"/>
T105. Recognize and report normal and abnormal laboratory test results.	<input type="text"/>	<input type="text"/>
T106. Assess client skin integrity.	<input type="text"/>	<input type="text"/>
T107. Assess client muscle strength, joint mobility, body alignment, and mobility status.	<input type="text"/>	<input type="text"/>
T108. Assess client dietary intake, preferences, restrictions, allergies, signs	<input type="text"/>	<input type="text"/>

of dysphagia, and nutritional status.		
T109. Assess clients for signs of gastrointestinal and genitourinary dysfunction or distress.	<input type="text"/>	<input type="text"/>
T110. Perform basic assessment of client reproductive health and well-being.	<input type="text"/>	<input type="text"/>
T111. Assess clients for signs of gender transitioning or having undergone gender reassignment.	<input type="text"/>	<input type="text"/>
T112. Assess clients for signs of respiratory abnormalities or distress.	<input type="text"/>	<input type="text"/>
T113. Assess clients for signs of neurological dysfunction or distress.	<input type="text"/>	<input type="text"/>
T114. Assess clients for signs of endocrinological abnormalities or distress.	<input type="text"/>	<input type="text"/>
T115. Assess clients for signs of cardiovascular abnormalities or distress.	<input type="text"/>	<input type="text"/>
T116. Recognize, assess, and report signs and symptoms of medical emergencies.	<input type="text"/>	<input type="text"/>
T117. Take client vitals.	<input type="text"/>	<input type="text"/>
T118. Test client blood sugar levels.	<input type="text"/>	<input type="text"/>
T119. Document		

client nursing  
assessment  
data.

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 1 - Basic Nursing Care

#### Subarea 2 - Interventions

\* 24. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T120. Prepare client for ordered diagnostic tests.	<input type="text"/>	<input type="text"/>
T121. Collect specimens for ordered diagnostic procedures.	<input type="text"/>	<input type="text"/>
T122. Implement measures to prevent the spread of parasitic infestations.	<input type="text"/>	<input type="text"/>
T123. Implement standard procedures to prevent disease transmission and minimize risk of infection.	<input type="text"/>	<input type="text"/>
T124. Educate clients and staff about infection control guidelines.	<input type="text"/>	<input type="text"/>
T125. Handle and dispose of medical waste.	<input type="text"/>	<input type="text"/>
T126. Assist clients who have impaired mobility with ambulating.	<input type="text"/>	<input type="text"/>
T127. Assist clients with application and use of mobility	<input type="text"/>	<input type="text"/>

ails.		
T128. Perform nursing interventions to prevent client skin breakdown.	<input type="text"/>	<input type="text"/>
T129. Perform nursing interventions and treatments to aid in client skin healing.	<input type="text"/>	<input type="text"/>
T130. Perform nursing interventions and treatments to maintain optimal client mobility.	<input type="text"/>	<input type="text"/>
T131. Perform nursing interventions and ordered treatments for client musculoskeletal injuries.	<input type="text"/>	<input type="text"/>
T132. Monitor client diet for adherence to treatment plan.	<input type="text"/>	<input type="text"/>
T133. Monitor client intake and output for adherence to treatment plan.	<input type="text"/>	<input type="text"/>
T134. Prepare and administer ordered tube feedings.	<input type="text"/>	<input type="text"/>
T135. Assist clients with feeding.	<input type="text"/>	<input type="text"/>
T136. Perform activities of daily living for clients.	<input type="text"/>	<input type="text"/>
T137. Perform nursing interventions and treatments for client gastrointestinal and genitourinary functioning.	<input type="text"/>	<input type="text"/>
T138. Perform nursing interventions and treatments for client	<input type="text"/>	<input type="text"/>

reproductive  
functioning.

T139. Replace,  
maintain  
integrity of, and  
remove  
gastrostomy  
tubes.



T140. Insert,  
maintain  
integrity of, and  
remove  
nasogastric  
tubes and  
urinary  
catheters.



T141. Perform  
nursing  
interventions  
and treatments  
for client  
respiratory  
functioning.



T142. Perform  
nursing  
interventions  
and treatments  
for client  
neurological  
functioning.



T143. Perform  
nursing  
interventions  
and treatments  
for client  
endocrinological  
functioning.



T144. Perform  
nursing  
interventions  
and treatments  
for client  
cardiovascular  
functioning.



T145. Perform  
noninvasive  
emergency care  
procedures.



T146. Document  
nursing  
interventions  
and treatments.



## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 2 - Psychosocial Integrity

#### Subarea 1 - Assessment

\* 25. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T201. Identify client barriers to communication.	<input type="text"/>	<input type="text"/>
T202. Identify client level of cognitive functioning.	<input type="text"/>	<input type="text"/>
T203. Assess client patterns of verbal and nonverbal communication.	<input type="text"/>	<input type="text"/>
T204. Identify indicators of client substance use, addiction, related disorders, and prior history.	<input type="text"/>	<input type="text"/>
T205. Obtain client psychiatric history.	<input type="text"/>	<input type="text"/>
T206. Assess clients for indications of being poor historians.	<input type="text"/>	<input type="text"/>
T207. Perform baseline assessment of client psychosocial status.	<input type="text"/>	<input type="text"/>
T208. Assess clients for signs of emotional distress.	<input type="text"/>	<input type="text"/>
T209. Assess		

clients for signs and symptoms of mental disorders.		
T210. Assess client social, interpersonal, and communication skills.		
T211. Differentiate between physical and psychological root causes of signs and symptoms.		
T212. Identify client barriers to treatment.		
T213. Identify stressors and barriers affecting client well-being and daily functioning.		
T214. Assess client ability and motivation to identify self-care needs and perform self-care.		
T215. Assess client ability to perform activities of daily living.		
T216. Assess client independent leisure skills and activity level.		
T217. Assess client leisure skills and activity level in a group setting.		
T218. Assess client emotional and functional academic skills.		
T219. Document client psychosocial assessment.		



data.

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 2 - Psychosocial Integrity

#### Subarea 2 - Intervention and Evaluation

\* 26. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T220. Orient clients to facilitate integration into therapeutic the environment.	<input type="text"/>	<input type="text"/>
T221. Maintain therapeutic milieu.	<input type="text"/>	<input type="text"/>
T222. Promote client self-advocacy.	<input type="text"/>	<input type="text"/>
T223. Maintain therapeutic communication with clients.	<input type="text"/>	<input type="text"/>
T224. Maintain rapport with clients.	<input type="text"/>	<input type="text"/>
T225. Provide education to clients on decompensation prevention strategies.	<input type="text"/>	<input type="text"/>
T226. Provide education to clients on strategies for identifying and managing emotional triggers.	<input type="text"/>	<input type="text"/>
T227. Provide education to clients on coping skills and how to incorporate them into daily living.	<input type="text"/>	<input type="text"/>

T228. Provide education to clients on strategies for developing and using a support network.	<input type="text"/>	<input type="text"/>
T229. Provide training to clients to establish client competency to stand trial.	<input type="text"/>	<input type="text"/>
T230. Provide training to clients in social, interpersonal, and communication skills.	<input type="text"/>	<input type="text"/>
T231. Provide training to clients in individual and group leisure skills and activities.	<input type="text"/>	<input type="text"/>
T232. Provide training to clients in vocational and functional academic skills.	<input type="text"/>	<input type="text"/>
T233. Provide training to clients in independent living skills.	<input type="text"/>	<input type="text"/>
T234. Provide training to clients in self-care skills.	<input type="text"/>	<input type="text"/>
T235. Provide training to clients in activities of daily living.	<input type="text"/>	<input type="text"/>
T236. Document patient education and client training.	<input type="text"/>	<input type="text"/>
T237. Assist clients in performance of self-care activities.	<input type="text"/>	<input type="text"/>
T238. Encourage and prompt clients to assist them		

with activities of daily living.

T239.  
Document  
assistance with  
client activities  
of daily living.

T240. Guide  
and support  
client efforts to  
maintain  
sobriety.

T241. Facilitate  
group activities  
for clients.

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 3 - Behavior Management

#### Subarea 1 - Ongoing Behavior Management

\* 27. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T301. Identify client strengths and weaknesses related to cognitive, behavioral, and emotional functioning.	<input type="text"/>	<input type="text"/>
T302. Identify client maladaptive behaviors.	<input type="text"/>	<input type="text"/>
T303. Identify factors contributing to client maladaptive behaviors.	<input type="text"/>	<input type="text"/>
T304. Perform interventions to manage client maladaptive behaviors.	<input type="text"/>	<input type="text"/>
T305. Provide patient education and training to clients in self-management strategies for increasing adaptive behaviors.	<input type="text"/>	<input type="text"/>

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 3 - Behavior Management

#### Subarea 2 - Crisis Management

\* 28. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T306. Recognize behavioral and physiological indications of crisis.	<input type="text"/>	<input type="text"/>
T307. Determine stage of crisis based on safety risk and presenting behaviors.	<input type="text"/>	<input type="text"/>
T308. Implement crisis intervention strategies according to stage of crisis.	<input type="text"/>	<input type="text"/>
T309. Assess client risk for harming self or others.	<input type="text"/>	<input type="text"/>
T310. Identify risk factors associated with applying restraints to clients or initiating client seclusion.	<input type="text"/>	<input type="text"/>
T311. Initiate client restraint or seclusion.	<input type="text"/>	<input type="text"/>
T312. Monitor client response to restraint or seclusion.	<input type="text"/>	<input type="text"/>
T313. Provide for basic	<input type="text"/>	<input type="text"/>

physiological and self-care needs of clients during restraint.	<input type="text"/>	<input type="text"/>
TM14. Assess client readiness for removal from restraints, seclusion, or voluntary exclusion.	<input type="text"/>	<input type="text"/>
TM15. Debrief staff after crisis resolution.	<input type="text"/>	<input type="text"/>
TM16. Debrief client after crisis resolution to reintegrate them into the milieu.	<input type="text"/>	<input type="text"/>
TM17. Debrief clients in the milieu after the resolution of a client crisis situation.	<input type="text"/>	<input type="text"/>
TM18. Evaluate the effectiveness of crisis interventions with treatment team.	<input type="text"/>	<input type="text"/>
TM19. Report and document crisis incidents, implemented interventions, and effectiveness.	<input type="text"/>	<input type="text"/>

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 4 - Medications

#### Subarea 1 - Assessment and Evaluation

\* 29. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T401. Identify client needs for PRN medications and treatments.	<input type="text"/>	<input type="text"/>
T402. Identify client allergies and other contraindications before administering medications.	<input type="text"/>	<input type="text"/>
T403. Assess client responses to medications and treatments after administration.	<input type="text"/>	<input type="text"/>
T404. Assess client overall experience of the effects of medications and treatments.	<input type="text"/>	<input type="text"/>
T405. Assess client reasons for medication refusal.	<input type="text"/>	<input type="text"/>



## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 4 - Medications

#### Subarea 2 - Administration

\* 30. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T406. Verify that client medication and treatment administration records correspond to physician orders.	<input type="text"/>	<input type="text"/>
T407. Verify that medication orders are accurate and current before administering medications and treatments to clients.	<input type="text"/>	<input type="text"/>
T408. Recognize medication errors in physician orders.	<input type="text"/>	<input type="text"/>
T409. Perform client medication dosage calculations according to physician orders.	<input type="text"/>	<input type="text"/>
T410. Prepare client medications for administration by injection.	<input type="text"/>	<input type="text"/>
T411. Prepare client medications for oral administration.	<input type="text"/>	<input type="text"/>

T4.12. Provide medication education to clients.	<input type="text"/>	<input type="text"/>
T4.13. Provide education to clients on procedures for self-medication and medication management.	<input type="text"/>	<input type="text"/>
T4.14. Administer client medications by injection.	<input type="text"/>	<input type="text"/>
T4.15. Administer oral medications to clients.	<input type="text"/>	<input type="text"/>
T4.16. Maintain security of medications and medication supplies.	<input type="text"/>	<input type="text"/>
T4.17. Store medications in accordance with legal requirements and manufacturer guidelines.	<input type="text"/>	<input type="text"/>
T4.18. Dispose of medications in accordance with legal requirements and manufacturer guidelines.	<input type="text"/>	<input type="text"/>
T4.19. Evaluate residence needs for pharmaceutical supplies and medications to ensure adequate inventory.	<input type="text"/>	<input type="text"/>

2025 Psychiatric Technician Occupational Analysis Survey

Content Area 4 - Medications

**Subarea 3 - Medication Documentation**

\* 31. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T420. Transcribe physician verbal, written, or telephone orders in client medication records.	<input type="text"/>	<input type="text"/>
T421. Document client vitals before medication administration.	<input type="text"/>	<input type="text"/>
T422. Document client blood sugar levels before insulin administration.	<input type="text"/>	<input type="text"/>
T423. Document medications administered to clients.	<input type="text"/>	<input type="text"/>
T424. Report and document client medication refusal and noncompliance.	<input type="text"/>	<input type="text"/>
T425. Report and document client medication and treatment errors.	<input type="text"/>	<input type="text"/>
T426. Count and sign for controlled substances.	<input type="text"/>	<input type="text"/>
T427. Obtain second signature for waste, disposal, and administrations.	<input type="text"/>	<input type="text"/>

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 5 - Treatment Planning

\* 32. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T501. Participate in development of client treatment plans.	<input type="text"/>	<input type="text"/>
T502. Assess client progress relative to treatment goals.	<input type="text"/>	<input type="text"/>
T503. Assess effectiveness of client treatment plans.	<input type="text"/>	<input type="text"/>
T504. Evaluate client treatment plan outcomes.	<input type="text"/>	<input type="text"/>
T505. Report collected client data to the treatment team.	<input type="text"/>	<input type="text"/>
T506. Escalate client care matters to other care team members.	<input type="text"/>	<input type="text"/>
T507. Facilitate scheduling of client treatments and therapies.	<input type="text"/>	<input type="text"/>
T508. Prepare clients for physician-administered treatments and procedures.	<input type="text"/>	<input type="text"/>
T509. Navigate		

clients to community resources.	<input type="text"/>	<input type="text"/>
1510. Assist clients with integration into the community.	<input type="text"/>	<input type="text"/>
1511. Assist clients to achieve closure of technician- client relationship before transfer or discharge.	<input type="text"/>	<input type="text"/>

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 6 - Safe and Effective Care Environment

#### Subarea 1 - Supervision and Management

\* 33. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T601. Plan unit activities based on client needs, abilities, and interests.	<input type="text"/>	<input type="text"/>
T602. Schedule staff and assign tasks based on client needs and staff capabilities.	<input type="text"/>	<input type="text"/>
T603. Instruct staff on assigned tasks and evaluate staff ability to perform those tasks.	<input type="text"/>	<input type="text"/>
T604. Monitor the work of staff under supervision.	<input type="text"/>	<input type="text"/>
T605. Provide feedback about staff performance to management.	<input type="text"/>	<input type="text"/>
T606. Provide performance feedback to staff.	<input type="text"/>	<input type="text"/>
T607. Identify and resolve conflicts among staff.	<input type="text"/>	<input type="text"/>
T608. Maintain continuity of care by reporting client information to oncoming shift.	<input type="text"/>	<input type="text"/>

2025 Psychiatric Technician Occupational Analysis Survey

Content Area 6 - Safe and Effective Care Environment

**Subarea 2 - Safe Living Environment**



\* 34. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
Tb09. Perform residence rounds.	<input type="text"/>	<input type="text"/>
Tb10. Assess physical environment for presence of weapons or other contraband.	<input type="text"/>	<input type="text"/>
Tb11. Secure potential weapons or other contraband.	<input type="text"/>	<input type="text"/>
Tb12. Assess physical environment to identify hazardous conditions.	<input type="text"/>	<input type="text"/>
Tb13. Contain or remove potentially harmful materials or substances.	<input type="text"/>	<input type="text"/>
Tb14. Assess client ability to maintain a safe living environment.	<input type="text"/>	<input type="text"/>
Tb15. Assess adequacy of client housing accommodations.	<input type="text"/>	<input type="text"/>
Tb16. Perform emergency or disaster procedures according to facility plan.	<input type="text"/>	<input type="text"/>

## 2025 Psychiatric Technician Occupational Analysis Survey

### Content Area 7 - Legal and Professional Responsibilities

\* 35. Please rate the following tasks based on how often you perform the task (Frequency) and how important the task is for effective performance of your current job (Importance).

	Frequency	Importance
T701. Obtain informed consent for treatment in accordance with legal and ethical guidelines.	<input type="text"/>	<input type="text"/>
T702. Inform clients about rights, responsibilities, and denial of rights.	<input type="text"/>	<input type="text"/>
T703. Inform clients about limitations of confidentiality.	<input type="text"/>	<input type="text"/>
T704. Inform clients about the legal requirements and their rights related to holds, conservatorship, or court orders.	<input type="text"/>	<input type="text"/>
T705. Ensure client rights to privacy and dignity.	<input type="text"/>	<input type="text"/>
T706. Advocate for client rights and needs.	<input type="text"/>	<input type="text"/>
T707. Maintain confidentiality and privacy of client information.	<input type="text"/>	<input type="text"/>
T708. Notify targeted individuals and authorities of client intent to cause harm to	<input type="text"/>	<input type="text"/>

self, others, or property (i.e., duty to protect).

T709. Identify and report cases of abuse and neglect.



T710. Identify and report cases of communicable disease.



T711. Identify and report incompetence, unprofessional conduct, and other violations of client safety by health care personnel.



T712. Establish and maintain professional boundaries.



T713. Recognize situations, behaviors, and conflicts of interests that may impair ability to practice safely and competently.



T714. Comply with the psychiatric technician scope of practice.



T715. Inform supervisor of the need for additional training to perform an assigned task.





## 2025 Psychiatric Technician Occupational Analysis Survey

### Thank you!

**Thank you for taking the time to complete this survey! The Board of Vocational Nursing and Psychiatric Technicians (BVNPT) thanks you for taking the time to contribute to this important research about the Psychiatric Technician profession.**

**You can expect to receive continuing education credit in about 4-6 weeks.**

**The BVNPT is recruiting licensed Psychiatric Technicians to serve as expert consultants in examination development and occupational analysis activities. Expert consultants can receive continuing education credit and other compensation for participating in workshops to develop new examination questions, construct examination forms, establish examination passing scores, and related activities.**

**If interested, please use the following link to the BVNPT website for more information: [Expert Consultant Information](#)**

## **APPENDIX B** | EMAIL INVITATION TO PRACTITIONERS

Dear Licensee,

The Board of Vocational Nursing and Psychiatric Technicians (Board) invites you to respond to the 2025 occupational analysis (OA) survey for the Psychiatric Technician profession.

The purpose of the OA study is to identify the important tasks performed by psychiatric technicians in the profession and the knowledge required to perform those tasks effectively. Results of the OA will be used to ensure that the California Psychiatric Technician Licensure Examination (CAPTLE) reflects current practice.

As part of this study, the Board requests that you provide information on how important tasks are to your work as a Psychiatric Technician and how frequently you perform them. The list of tasks you will be presented with in the survey was developed through a series of interviews and workshops held with licensed Psychiatric Technicians.

Your participation in the occupational analysis is essential. The Board requires responses from many licensees to achieve representation from different geographic regions of the state and from different work settings. Your responses will be kept confidential and only group-level results will be reported.

Licensed Psychiatric Technicians who fully complete the survey and provide their license number will receive **2 hours** of continuing education credit.

You can leave and reenter the survey as needed using the same device and browser. Responses on fully completed survey pages will be saved.

The survey will be available until March 28, 2025.

To start the survey, please click [Begin Survey](#) below.

If you need technical assistance with the survey, please contact [Jason.Underwood@dca.ca.gov](mailto:Jason.Underwood@dca.ca.gov) at the Department of Consumer Affairs, Office of Professional Examination Services (OPES).

Respectfully,

Board of Vocational Nursing and Psychiatric Technicians  
Department of Consumer Affairs

## APPENDIX C | DETAILED BREAKDOWN OF CLIENT AGES

## CLIENT AGE

### Newborn (less than 29 days)

	Frequency	Percent
Never	471	97.1
Annually (at least once per year)	2	.4
Monthly (at least once per month)	1	.2
Weekly (at least once per week)	1	.2
Daily (at least once per day)	10	2.1
Total	485	100.0

### Toddler (1 to 3 years)

	Frequency	Percent
Never	471	97.2
Annually (at least once per year)	6	1.2
Monthly (at least once per month)	4	.8
Daily (at least once per day)	4	.8
Total	485	100.0

### Children (4 to 12 years)

	Frequency	Percent
Never	405	83.5
Annually (at least once per year)	13	2.7
Monthly (at least once per month)	29	6.0
Weekly (at least once per week)	21	4.3
Daily (at least once per day)	17	3.5
Total	485	100.0

### Adolescents (13 to 18 years)

	Frequency	Percent
Never	337	69.4
Annually (at least once per year)	28	5.8
Monthly (at least once per month)	45	9.3
Weekly (at least once per week)	32	6.6
Daily (at least once per day)	43	8.9
Total	485	100.0



Young adults (19 to 29 years)

	Frequency	Percent
Never	38	7.8
Annually (at least once per year)	11	2.3
Monthly (at least once per month)	35	7.2
Weekly (at least once per week)	46	9.5
Daily (at least once per day)	355	73.2
Total	485	100.0

Adults (30 to 64 years)

	Frequency	Percent
Never	13	2.7
Annually (at least once per year)	10	2.1
Monthly (at least once per month)	15	3.1
Weekly (at least once per week)	37	7.6
Daily (at least once per day)	410	84.5
Total	485	100.0

Older adults (65 to 74 years)

	Frequency	Percent
Never	34	7.0
Annually (at least once per year)	18	3.7
Monthly (at least once per month)	32	6.6
Weekly (at least once per week)	65	13.4
Daily (at least once per day)	336	69.3
Total	485	100.0

Geriatric (75 years and older)

	Frequency	Percent
Never	115	23.7
Annually (at least once per year)	23	4.7
Monthly (at least once per month)	82	16.9
Weekly (at least once per week)	50	10.4
Daily (at least once per day)	215	44.3
Total	485	100.0

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## APPENDIX D | RESPONDENTS BY REGION

#### LOS ANGELES COUNTY AND VICINITY

County of Practice	Frequency
Los Angeles	70
Orange	20
TOTAL	90

#### NORTH COAST

County of Practice	Frequency
Del Norte	2
Humboldt	0
Mendocino	0
Sonoma	8
TOTAL	10

#### RIVERSIDE AND VICINITY

County of Practice	Frequency
Riverside	21
San Bernardino	70
TOTAL	91

#### SACRAMENTO VALLEY

County of Practice	Frequency
Butte	3
Colusa	1
Glenn	0
Lake	0
Sacramento	14
Sutter	0
Yolo	1
Yuba	0
TOTAL	19

## SAN DIEGO COUNTY AND VICINITY

County of Practice	Frequency
Imperial	3
San Diego	10
TOTAL	13

## SAN FRANCISCO BAY AREA

County of Practice	Frequency
Alameda	3
Contra Costa	8
Marin	7
Napa	23
San Francisco	5
San Mateo	1
Santa Clara	10
Santa Cruz	1
Solano	19
TOTAL	77

## SAN JOAQUIN VALLEY

County of Practice	Frequency
Fresno	20
Kern	10
Kings	11
Madera	5
Merced	1
San Joaquin	37
Stanislaus	3
Tulare	22
TOTAL	109

## SHASTA-CASCADE

County of Practice	Frequency
Lassen	0
Plumas	0
Shasta	0
Siskiyou	0
Tehama	0
Trinity	0
TOTAL	0

## SIERRA MOUNTAIN VALLEY

County of Practice	Frequency
Alpine	0
Amador	6
Calaveras	0
El Dorado	0
Inyo	0
Mariposa	0
Nevada	1
Placer	3
Sierra	1
Tuolumne	0
TOTAL	11

## SOUTH COAST AND CENTRAL COAST

County of Practice	Frequency
Monterey	2
San Benito	0
San Luis Obispo	51
Santa Barbara	7
Ventura	5
TOTAL	65

## APPENDIX E | CRITICALITY INDICES FOR ALL TASKS BY CONTENT AREA

## Content Area 1: Basic Nursing Care

Task	Mean Frequency	Mean Importance	Task Criticality Index
T119. Document client nursing assessment data	3.93	4.06	17.66
T117. Take client vitals	3.94	3.97	17.38
T146. Document nursing interventions and treatments	3.81	3.93	17.18
T116. Recognize, assess, and report signs and symptoms of medical emergencies	3.73	4.32	17.05
T103. Collect and verify client information	3.89	4.01	16.98
T101. Perform baseline assessment of client physical status, including subjective and objective data	3.78	3.93	16.31
T123. Implement standard procedures to prevent disease transmission and minimize risk of infection	3.65	3.83	16.04
T102. Identify client chief complaint	3.76	3.89	15.93
T104. Confirm client preparedness for administration of treatments or procedures	3.60	3.73	15.32
T124. Educate clients and staff about infection control guidelines	3.38	3.68	14.36
T112. Assess clients for signs of respiratory abnormalities or distress	3.21	3.64	13.97
T125. Handle and dispose of medical waste	3.19	3.58	13.75
T118. Test client blood sugar levels	3.06	3.52	13.44
T113. Assess clients for signs of neurological dysfunction or distress	3.09	3.51	13.22



**Content Area 1: Basic Nursing Care, continued**

	Task	Mean Frequency	Mean Importance	Task Criticality Index
T108.	Assess client dietary preference, restrictions, and allergies, intake, signs of dysphagia, and nutritional status	3.08	3.31	12.71
T115.	Assess clients for signs of cardiovascular abnormalities or distress	2.87	3.32	12.25
T106.	Assess client skin integrity	2.99	3.31	12.17
T132.	Monitor client diet for adherence to treatment plan	2.80	2.91	11.43
T105.	Recognize and report laboratory test results	2.62	3.26	11.05
T126.	Assist clients who have impaired mobility with ambulating	2.68	3.08	10.94
T122.	Implement measures to prevent the spread of parasitic infestations	2.55	3.02	10.65
T128.	Perform nursing interventions to prevent client skin breakdown	2.42	2.88	10.04
T133.	Monitor client intake and output for adherence to treatment plan	2.49	2.73	9.99
T120.	Prepare client for ordered diagnostic tests	2.46	2.79	9.76
T107.	Assess client muscle strength, joint mobility, body alignment, and mobility status	2.51	2.84	9.72
T129.	Perform nursing interventions and treatments to aid in client skin healing	2.36	2.83	9.61
T109.	Assess clients for signs of gastrointestinal and genitourinary dysfunction or distress	2.41	2.79	9.52
T127.	Assist clients with application and use of mobility aids	2.35	2.75	9.30
T130.	Perform nursing interventions and treatments to maintain optimal client mobility	2.29	2.66	9.14
T121.	Collect specimens for ordered diagnostic procedures	2.32	2.75	9.00
T136.	Perform activities of daily living for clients	2.17	2.47	8.65
T145.	Perform noninvasive emergency care procedures	2.02	2.93	8.43

## Content Area 1: Basic Nursing Care, continued

	Task	Mean Frequency	Mean Importance	Task Criticality Index
T114.	Assess clients for signs of endocrinological abnormalities or distress	2.11	2.53	8.25
T144.	Perform nursing interventions and treatments for client cardiovascular functioning	1.93	2.54	7.93
T142.	Perform nursing interventions and treatments for client neurological functioning	1.89	2.35	7.42
T141.	Perform nursing interventions and treatments for client respiratory functioning	1.80	2.39	7.27
T131.	Perform nursing interventions and ordered treatments for client musculoskeletal injuries	1.80	2.35	7.00
T110.	Perform basic assessment of client reproductive health and well-being	1.71	1.98	6.23
T137.	Perform nursing interventions and treatments for client gastrointestinal and genitourinary functioning	1.58	2.02	6.18
T143.	Perform nursing interventions and treatments for client endocrinological functioning	1.52	2.02	5.85
T135.	Assist clients with feeding	1.48	2.03	5.69
T111.	Assess clients for signs of gender transitioning or having undergone gender reassignment	1.40	1.76	4.88
T134.	Prepare and administer ordered tube feedings	0.95	1.50	3.75
T138.	Perform nursing interventions and treatments for client reproductive functioning	0.92	1.35	3.51
T139.	Replace, maintain integrity of, and remove gastrostomy tubes	0.76	1.28	2.93
T140.	Insert, maintain integrity of, and remove nasogastric tubes and urinary catheters	0.76	1.36	2.86

## Content Area 2: Psychosocial Status

	Task	Mean Frequency	Mean Importance	Task Criticality Index
T224.	Maintain rapport with clients	4.37	4.35	19.79
T223.	Maintain therapeutic communication with clients	4.33	4.32	19.58
T208.	Assess clients for signs of emotional distress	3.92	4.04	17.24
T221.	Maintain therapeutic milieu	3.80	3.86	16.91
T209.	Assess clients for signs and symptoms of mental disorders	3.76	3.90	16.60
T227.	Provide patient education to clients on coping skills and how to incorporate them into daily living	3.77	3.89	16.33
T222.	Promote client self-advocacy	3.80	3.87	16.18
T226.	Provide patient education to clients on strategies for identifying and managing emotional triggers	3.69	3.85	15.98
T213.	Identify stressors and barriers affecting client well-being and daily functioning	3.69	3.81	15.77
T225.	Provide patient education to clients on decompensation prevention strategies	3.57	3.75	15.26
T210.	Assess client social, interpersonal, and communication skills	3.62	3.69	15.26
T212.	Identify client barriers to treatment	3.56	3.70	15.11
T201.	Identify client barriers to communication	3.53	3.80	14.91
T204.	Identify indicators of client substance use, addiction, related disorders, and prior history	3.39	3.59	14.59
T205.	Obtain client psychiatric history	3.40	3.63	14.57

**Content Area 2: Psychosocial Status, continued**

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T214.	Assess client ability and motivation to identify self-care needs and perform self-care	3.49	3.58	14.54
T202.	Identify client level of cognitive functioning	3.38	3.66	14.42
T228.	Provide patient education to clients on strategies for developing and utilizing a support network	3.39	3.56	14.36
T215.	Assess client ability to perform activities of daily living	3.45	3.51	14.31
T203.	Assess client patterns of verbal and nonverbal communication	3.38	3.58	14.20
T236.	Document patient education and client training	3.25	3.36	13.50
T211.	Differentiate between physical and psychological root causes of clients' presenting signs and symptoms	3.20	3.41	13.46
T219.	Document client psychosocial assessment data	3.11	3.27	13.11
T207.	Perform baseline assessment of client psychosocial status	3.13	3.38	13.05
T220.	Orient clients to facilitate integration into therapeutic environment	3.08	3.25	12.86
T216.	Assess client independent leisure skills and activity level	3.17	3.22	12.58
T206.	Assess clients for indications of being poor historians	3.03	3.19	12.36

## Content Area 2: Psychosocial Status, continued

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T238.	Encourage and prompt clients to assist them with activities of daily living	2.93	3.04	11.87
T217.	Assess client leisure skills and activity level in a group setting	2.95	3.06	11.70
T230.	Provide training to clients in social, interpersonal, and communication skills	2.86	3.03	11.69
T239.	Document assistance with client activities of daily living	2.82	2.95	11.52
T240.	Guide and support client efforts to maintain sobriety	2.73	3.05	11.42
T234.	Provide training to clients in self-care skills	2.78	3.00	11.24
T235.	Provide training in activities of daily living	2.71	2.94	11.07
T231.	Provide training to clients in individual and group leisure skills and activities	2.65	2.84	10.80
T241.	Facilitate group activities for clients	2.58	2.84	10.73
T237.	Assist clients in performance of self-care activities	2.54	2.78	10.31
T218.	Assess client vocational and functional academic skills	2.41	2.58	9.27
T233.	Provide training to clients in independent living skills	2.33	2.60	9.24
T229.	Provide training to clients to establish client competency to stand trial	1.87	2.13	7.78
T232.	Provide training to clients in vocational and functional academic skills	1.92	2.19	7.66

### Content Area 3: Behavior Management

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T309.	Assess client risk for harming self or others	4.00	4.36	18.48
T306.	Recognize behavioral and physiological indications of crisis	3.88	4.20	17.49
T307.	Determine stage of crisis based on safety risk and presenting behaviors	3.80	4.12	17.03
T308.	Implement crisis intervention strategies according to stage of crisis	3.71	4.11	16.67
T302.	Identify client maladaptive behaviors	3.52	3.68	15.06
T304.	Perform interventions to manage client maladaptive behaviors	3.41	3.62	14.71
T303.	Identify factors contributing to client maladaptive behaviors	3.46	3.60	14.62
T319.	Report and document crisis incidents, implemented interventions, and effectiveness	3.22	3.76	14.32
T305.	Provide patient education and training to clients in self-management strategies for increasing adaptive behaviors	3.26	3.51	13.94
T301.	Identify client strengths and weaknesses related to cognitive, behavioral, and emotional functioning	3.12	3.30	12.88
T318.	Evaluate the effectiveness of crisis interventions with treatment team	2.84	3.32	12.34
T310.	Identify risk factors associated with applying restraints to clients or initiating client seclusion	2.71	3.19	12.17

**Content Area 3: Behavior Management, continued**

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T315.	Debrief staff after crisis resolution	2.59	3.21	11.24
T312.	Monitor client response to restraint or seclusion	2.45	3.09	11.06
T316.	Debrief client after crisis resolution to reintegrate them into the milieu	2.51	3.15	11.03
T313.	Provide for basic physiological and self-care needs of clients during restraint	2.42	3.01	10.91
T317.	Debrief clients in the milieu after the resolution of a client crisis situation	2.43	3.01	10.52
T314.	Assess client readiness for removal from restraints, seclusion, or voluntary exclusion	2.29	2.93	10.27
T311.	Initiate client restraint or seclusion	2.17	2.89	9.54

#### Content Area 4: Medications

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T406.	Verify that client medication and treatment administration records correspond to physician orders	4.01	4.31	18.97
T407.	Verify that medication orders are accurate and current before administering medications and treatments to clients	3.98	4.31	18.95
T417.	Store medications in accordance with legal requirements and manufacturer guidelines	3.98	4.16	18.57
T416.	Maintain security of medications and medication supplies	3.97	4.17	18.52
T423.	Document medications administered to clients	3.94	4.20	18.48
T402.	Identify client allergies and other contraindications before administering medications	3.87	4.18	18.14
T403.	Assess client responses to medications and treatments after administration	3.91	4.17	17.97
T404.	Assess client overall experience of the effects of medications and treatments	3.90	4.14	17.74
T418.	Dispose of medications in accordance with legal requirements and manufacturer guidelines	3.83	4.11	17.68
T412.	Provide medication education to clients	3.92	4.12	17.63
T411.	Prepare client medications for oral administration	3.70	4.01	17.31
T424.	Report and document client medication refusal and noncompliance	3.69	4.11	16.93



**Content Area 4: Medications, continued**

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T421.	Document client vitals before medication administration	3.69	4.04	16.92
T426.	Count and sign for controlled substances	3.57	3.96	16.84
T415.	Administer oral medications to clients	3.62	3.95	16.80
T401.	Identify client needs for PRN medications and treatments	3.72	3.85	16.73
T405.	Assess client reasons for medication refusal	3.68	3.95	16.50
T408.	Recognize medication errors in physician orders	3.48	4.24	16.40
T419.	Evaluate residence needs for pharmaceutical supplies and medications to ensure adequate inventory	3.49	3.76	15.88
T410.	Prepare client medications for administration by injection	3.39	3.95	15.78
T409.	Perform client medication dosage calculations according to physician orders	3.36	4.01	15.67
T427.	Obtain second signature for waste, disposal, and administrations	3.38	3.96	15.65
T413.	Provide patient education to clients on procedures for self-medication and medication management	3.42	3.82	15.37
T414.	Administer client medications by injection	3.30	3.85	15.01
T422.	Document client blood sugar levels before insulin administration	3.13	3.72	14.71
T420.	Transcribe physician verbal, written, or telephone orders in client medication records	3.10	3.75	14.13
T425.	Report and document client medication and treatment errors	3.03	4.02	13.94

## Content Area 5: Treatment Planning

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T506.	Escalate client care matters to other care team members	3.38	3.68	14.42
T505.	Report collected client data to the treatment team	3.12	3.36	13.18
T502.	Assess client progress relative to treatment goals	3.02	3.26	12.51
T503.	Assess effectiveness of client treatment plan	2.99	3.21	12.42
T504.	Evaluate client treatment plan outcomes	2.79	3.07	11.64
T508.	Prepare clients for physician-administered treatments and procedures	2.64	3.01	11.00
T501.	Participate in development of client treatment plans	2.67	3.05	10.95
T507.	Facilitate scheduling of client treatments and therapies	2.48	2.80	10.20
T511.	Assist clients to achieve closure of technician-client relationship before transfer or discharge	2.27	2.60	9.24
T509.	Navigate clients to community resources	2.21	2.68	8.93
T510.	Assist clients with integration into the community	2.03	2.49	8.28

## Content Area 6: Safe Living Environment

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T608.	Maintain continuity of care by reporting client information to oncoming shift	3.62	3.79	16.36
T612.	Assess physical environment to identify hazardous conditions	3.49	3.79	15.89
T610.	Assess physical environment for presence of weapons or other contraband	3.23	3.63	15.05
T609.	Perform residence rounds	3.19	3.44	14.72
T614.	Assess client ability to maintain a safe living environment	3.11	3.39	13.72
T613.	Contain or remove potentially harmful materials or substances	2.82	3.47	12.75
T611.	Secure potential weapons or other contraband	2.60	3.32	12.12
T616.	Perform emergency or disaster procedures according to facility plan	2.63	3.46	11.60
T615.	Assess adequacy of client housing accommodations	2.40	2.71	10.25
T604.	Monitor the work of staff under supervision	2.30	2.66	9.56
T603.	Instruct staff on assigned tasks and evaluate staff ability to perform those tasks	2.29	2.66	9.54
T605.	Provide feedback about staff performance to management	2.29	2.72	9.39

**Content Area 6: Safe Living Environment, continued**

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T602.	Schedule staff and assign tasks based on client needs and staff capabilities	2.23	2.55	9.32
T606.	Provide performance feedback to staff	2.30	2.64	9.31
T607.	Identify and resolve conflicts among staff	2.06	2.64	8.50
T601.	Plan unit activities based on client needs, abilities, and interests	2.09	2.42	8.49

## Content Area 7: Legal and Professional Responsibilities

	Task Statement	Mean Frequency	Mean Importance	Task Criticality Index
T714.	Comply with the psychiatric technician scope of practice	4.60	4.68	21.89
T707.	Maintain confidentiality and privacy of client information	4.47	4.52	20.82
T712.	Establish and maintain professional boundaries	4.45	4.52	20.62
T705.	Ensure client rights to privacy and dignity	4.16	4.29	18.75
T706.	Advocate for client rights and needs	3.82	4.09	16.95
T713.	Recognize situations, behaviors, and conflicts of interests that may impair ability to practice safely and competently	3.69	4.18	16.67
T708.	Notify targeted individuals or authorities of client intent to cause harm to self, others, or property (i.e., duty to protect).	3.18	4.05	14.58
T715.	Inform supervisor of the need for additional training to perform an assigned task	3.22	4.16	14.46
T702.	Inform clients about rights, responsibilities, and denial of rights	3.28	3.73	14.32
T703.	Inform clients about limitations of confidentiality	3.18	3.64	13.82
T701.	Obtain informed consent for treatment in accordance with legal and ethical guidelines	3.04	3.51	13.60
T709.	Identify and report cases of abuse and neglect	2.81	4.17	12.80
T704.	Inform clients about the legal requirements and their rights related to holds, conservatorship, or court orders	2.66	3.17	11.58
T710.	Identify and report cases of communicable disease	2.57	3.67	11.30
T711.	Identify and report incompetence, unprofessional conduct, or other violations of client safety by health care personnel	2.50	3.93	11.07

