



**BOARD OF VOCATIONAL NURSING
AND PSYCHIATRIC TECHNICIANS**

OCCUPATIONAL ANALYSIS OF THE
PSYCHIATRIC TECHNICIAN PROFESSION

STATE OF CALIFORNIA



DEPARTMENT OF CONSUMER AFFAIRS

OFFICE OF PROFESSIONAL
EXAMINATION SERVICES

BOARD OF VOCATIONAL NURSING AND PSYCHIATRIC TECHNICIANS

OCCUPATIONAL ANALYSIS OF THE PSYCHIATRIC TECHNICIAN PROFESSION



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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 (PT) profession in California. The purpose of the OA is to define practice for PTs in terms of critical tasks that newly licensed PTs must be able to perform safely and competently at the time of licensure. The results of this OA provide the basis for developing a valid and legally defensible PT licensure examination in California.

OPES test specialists began by researching the profession and conducting telephone interviews with licensed PTs working in locations throughout California. The purpose of these interviews was to identify the tasks performed by PTs and to specify the knowledge required to perform those tasks in a safe and competent manner. Using the information gathered from the research and the interviews, OPES test specialists developed a preliminary list of tasks performed by PTs in their profession along with statements representing the knowledge needed to perform those tasks.

In March 2019, OPES convened a workshop to review and refine the preliminary lists of task and knowledge statements describing the practice of PTs in California. The workshop was comprised of licensed PTs, or subject matter experts (SMEs), with diverse backgrounds in the profession (i.e., practice settings, practice location, years licensed). A second workshop was held in April 2019 to review the results from the initial workshop and to finalize the task and knowledge statements. The SMEs also developed the demographic questions for the OA questionnaires, reviewed the rating scales to be used for rating task statements, and linked each task statement with the knowledge statements used in the performance of that task.

Upon completion of the workshop, OPES test specialists developed a two-part OA questionnaire to be completed by PTs statewide. Development of the OA questionnaire included a pilot study that was conducted using a group of PTs who had participated in the March and April 2019 workshops. The pilot study participants' feedback was incorporated into the final questionnaire, which was administered from July 24 to September 5, 2019.

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

In July 2019, on behalf of the Board, OPES sent an email to a sample of 2,079 actively licensed PTs with a California address (23% of the total population of 9,057 actively licensed PTs with a California address), asking them to complete the online OA questionnaire. The email invitation was sent to PTs with a California address for whom the Board had an email address on file. The Board also sent an email to the Board's subscriber list announcing the OA and providing a link to the survey. Reminder emails were sent to licensed PTs two weeks and again three weeks after the initial contact was made.

A total of 825 PTs responded by accessing the online OA questionnaire. The final sample size included in the data analysis was 486, or approximately 5% of the licensed population. This response rate reflects two adjustments. First, OPES excluded data from respondents who indicated they were not currently licensed and working as PTs in California. Second, OPES removed data from respondents who provided only demographic information but did not complete any task statements.

OPES test specialists then performed data analyses on the task ratings obtained from the questionnaire respondents. The task frequency and importance ratings were combined to derive an overall criticality index for each task statement. The mean importance rating was used as the criticality index for each knowledge statement.

Once the data were analyzed, OPES conducted an additional workshop with SMEs in September 2019. The SMEs evaluated the criticality indices and determined whether any task statements should be excluded from the examination outline based on low ratings. The SMEs in this group also established the final linkage between tasks and knowledge statements, organized the task and knowledge statements into content areas, and defined those content areas. OPES test specialists presented SMEs with preliminary content area weights. The SMEs then evaluated the preliminary content area weights and determined the final weights for the new examination outline.

The new examination outline is structured into seven content areas weighted by criticality relative to the other content areas. The new outline identifies the tasks and knowledge critical to safe and effective PT practice in California at the time of licensure.

The examination outline developed as a result of this OA provides a basis for developing a written examination for inclusion in the process of PT licensure. At this time, California licensure as a PT is granted by meeting the training requirements and passing the California Psychiatric Technician Licensure Examination.

OVERVIEW OF THE PSYCHIATRIC TECHNICIAN EXAMINATION OUTLINE

Content Area	Content Area Description	Weight
1. Basic Nursing Care	This area assesses a candidate's ability to identify the need for and perform routine and emergency nursing care and administer treatments according to treatment plan and nursing guidelines for infection control.	23%
2. Participation in Treatment Plan Development and Evaluation	This area assesses a candidate's ability to communicate assessment data to the treatment team and assist the treatment team with the development of the treatment plan, including discharge planning, client education, and evaluation of effectiveness of assessments and interventions.	5%
3. Administration of Care	This area assesses a candidate's ability to identify and provide for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.	6%
4. Legal and Professional Responsibilities	This area assesses a candidate's ability to comply with legal, ethical, and professional requirements related to the psychiatric technician profession.	14%
5. Medications	This area assesses a candidate's ability to identify the need for and safely administer prescribed medications and treatments, including documentation and patient education, in accordance with legal requirements.	17%
6. Psychosocial Assessment and Interventions	This area assesses a candidate's ability to identify client psychosocial needs, assist the treatment team in development of a treatment plan, implement psychosocial interventions, and evaluate treatment plans for individuals with mental disorders and intellectual impairments.	22%
7. Behavior Management	This area assesses a candidate's ability to perform behavior management assessments and interventions and to evaluate effectiveness of behavioral interventions.	13%
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 (PT) profession in California. The purpose of the OA is to define PT practice in terms of critical tasks that newly licensed PTs 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 PT profession that can then be used to develop the California Psychiatric Technician Licensure Examination.

PARTICIPATION OF SUBJECT MATTER EXPERTS

The Board selected California PTs to participate as subject matter experts (SMEs) during all phases of the OA to ensure that the description of practice directly reflects current PT work requirements in California. The SMEs were selected from a wide range of work settings, geographic locations, and experience backgrounds. The SMEs provided technical expertise and information regarding different aspects of current PT practice during various phases of the OA, including interviews and workshops. During interviews, the SMEs provided information about tasks and the knowledge required to perform those tasks safely and competently. During workshops, the SMEs developed and reviewed the task and knowledge statements describing the PT profession, identified knowledge used in performance of each task, organized the task and knowledge statements into meaningful content areas, evaluated results of the OA, and developed the examination content outline.

ADHERENCE TO LEGAL STANDARDS AND GUIDELINES

Licensing, certification, and registration programs in the State of California adhere to federal and state laws and regulations, as well as to professional guidelines and technical standards. For the purpose of OAs, the following laws and guidelines are authoritative:

- California Business and Professions Code section 139.
- Uniform Guidelines on Employee Selection Procedures (1978), Code of Federal Regulations, Title 29, Section 1607.
- California Fair Employment and Housing Act, Government Code section 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 his or her 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 physician and surgeon, may administer medications by hypodermic injection.

BPC §4502.2:

A psychiatric technician, when prescribed by a 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 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 physician and surgeon or pursuant to written guidelines adopted by a hospital or medical group with whom the supervising 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.

16 CCR §2576.7:

Private duty patient care is care provided to patients with mental disorders or developmental disabilities and may be performed in any setting, including, but not limited to, acute care, long term care, or the patient's home. For purposes of licensure equivalency eligibility, the Board will accept only private duty patient care that has occurred in acute or long term care facilities. Private duty patient care is contracted directly between the psychiatric technician (PT) and patient or entity acting on the patient's behalf. A PT must provide private duty patient care under the direction of a registered nurse who directs nursing care, the patient's physician who directs medical care, or be responsible to the director of the service in which the duties are performed. The director may be a licensed physician and surgeon, psychiatrist, psychologist, rehabilitation therapist, social worker, registered nurse, or other professional personnel. The registered nurse, physician or director of the service must be responsible for direction to the private duty PT regarding the respective nursing and medical procedures. The direction provided must be available at least by telephone.

CHAPTER 2 | OCCUPATIONAL ANALYSIS QUESTIONNAIRE

SUBJECT MATTER EXPERT INTERVIEWS

The Board provided OPES with a list of PTs to contact for telephone interviews. Semi-structured interviews were conducted with 13 PTs. During the interviews, the PTs were asked to identify major content areas of practice and the tasks performed in each content area. The PTs were also asked to identify the knowledge necessary to perform each task safely and competently.

TASK AND KNOWLEDGE STATEMENTS

OPES test specialists developed a preliminary list of task and knowledge statements by integrating the information gathered from literature reviews of profession-related sources (e.g., previous OA reports, articles, industry publications) and from interviews with PT SMEs. The statements were organized into major content areas of practice.

In March 2019 and April 2019, OPES test specialists facilitated two workshops to evaluate and develop the task and knowledge statements. Six SMEs from diverse backgrounds (e.g., years licensed, practice setting, and geographic location) participated in each workshop, with two of the SMEs participating in both workshops. During the two workshops, SMEs evaluated the task and knowledge statements for technical accuracy, level of specificity, and comprehensiveness of assessment of the practice domain. Also, SMEs evaluated the organization of task statements into content areas to ensure that content areas were independent and non-overlapping.

During the second workshop, the SMEs also performed a preliminary linkage of the task and knowledge statements. The linkage was performed to identify the knowledge required for performance of each task and to verify that each knowledge is critical for safe and effective performance as a PT. Additionally, the linkage ensured that all task statements were linked to at least one knowledge statement and that each knowledge statement was linked to at least one task statement. During this workshop, SMEs also reviewed and revised the proposed demographic questions for the OA questionnaire and evaluated the scales that would be used for rating task statements.

OPES used the finalized list of task statements, demographic questions, and ratings scales to develop an online questionnaire that was sent to a sample of California PTs.

QUESTIONNAIRE DEVELOPMENT

OPES test specialists developed an online OA questionnaire designed to solicit PT ratings of the task statements. The surveyed PTs were instructed to rate each task in terms of how often they performed the task in their current work (Frequency) and in terms of how important the task is for effective performance of their current work (Importance). The OA questionnaire also included a demographic section to obtain relevant professional background information about responding PTs. The OA questionnaire can be found in Appendix E.

PILOT STUDY

Before administering the final questionnaire, OPES conducted a pilot study of the online questionnaire. The online questionnaire was reviewed by Board staff and then by seven SMEs who had participated in the March and April 2019 workshops. The SMEs reviewed the task statements in the questionnaire for technical accuracy and for whether they reflect the full PT practice domain. The SMEs also provided the estimated time for completion and reviewed the online navigation and ease of use of the questionnaire. OPES used this feedback to prepare the final questionnaire, which was administered from July 24 to September 5, 2019.

CHAPTER 3 | RESPONSE RATE AND DEMOGRAPHICS

SAMPLING STRATEGY AND RESPONSE RATE

In July 2019, on behalf of the Board, OPES sent an email to a sample of 2,079 actively licensed PTs with a California address (23% of the total population of 9,057 actively licensed PTs with a California address), asking them to complete the online OA questionnaire. The email invitation was sent to PTs with a California address for whom the Board had an email address on file. The email invitation is displayed in Appendix D.

The Board also distributed an email via the Board's subscriber list announcing the OA and providing a link to the online questionnaire. Reminder emails were sent to licensed PTs two weeks and again three weeks after the initial contact was made.

A total of 825 PTs responded by accessing the online OA questionnaire. The final sample size included in the data analysis was 486, or approximately 5% of the licensed population. This response rate reflects two adjustments. First, OPES excluded data from respondents who indicated they were not currently licensed and working as PTs in California. Second, OPES removed data from respondents who provided only demographic information but did not complete any task statements.

DEMOGRAPHIC SUMMARY

Tables 1–13 and Figures 1–13 display respondent demographic information.

As shown in Table 1 and Figure 1, the responding PTs reported a wide range of experience levels, and the number of respondents was relatively equally distributed across the predefined experience level categories. Most notably, a large proportion of the respondents (29%) were newly licensed. Specifically, 7% reported 12 months of licensed experience or less, and an additional 22% reported 1-5 years of licensed experience.

Table 2 and Figure 2 show that the majority of respondents (86%) reported working 40 hours per week or more, with 23% of those respondents working more than 50 hours per week. The majority of respondents indicated that they work the day shift (see Table 3 and Figure 3) and that their shift is typically 8 hours long (see Table 4 and Figure 4).

According to Table 5 and Figure 5, 72% of responding PTs reported being employed by the State of California, with private for-profit industry being the second largest employer (10%) among responding PTs. However, PTs also reported working for local governments (8%), private not-for-profit employers (8%), and the federal government (less than 1%).

Table 6 and Figure 6 indicate that responding PTs reported working predominantly in urban locations (69%). The majority reported having completed a PT program (47%), an associate degree (31%), or a bachelor's degree (14%) (see Table 7 and Figure 7). As shown in Table 8 and Figure 8, slightly fewer than half of the responding PTs reported supervising other staff.

Responding PTs indicated working in a variety of professional settings, with the most represented settings being long-term psychiatric (32%), acute psychiatric (18%), and correctional or detention (17%) (see Table 9 and Figure 9). Table 10 and Figure 10 show that PTs reported working with clients aged 31 to 64 most commonly (88% of respondents). Also, 45% of PTs reported working with young adults (ages 19 to 30) and 36% reported working with older adults (ages 65 or older). Very few PTs reported working with newborns (less than one-half percent), infants and children up to 12 years of age (3%), and adolescents (6%). Table 11 and Figure 11 show that the majority of PTs (48%) reported working with clients with a dual diagnosis involving mental illness and substance abuse. The next most common client diagnosis was mental illness (33% of responding PTs).

Table 12 and Figure 12 indicate that the majority of respondents reported having no other state-issued occupational licenses or professional certifications (70%). Among reported licenses or certifications, Certified Nurse Assistant was the most common (11%).

Table 13 and Figure 13 show what respondents reported as their primary work location. Most notably, Riverside county and vicinity (32%) and San Joaquin Valley (23%) were most often reported as the primary work location, with Los Angeles county and vicinity and the San Francisco Bay Area the next most reported, with 19% and 11% respectively.

TABLE 1 – NUMBER OF YEARS WORKING AS A LICENSED PSYCHIATRIC TECHNICIAN IN CALIFORNIA

YEARS	NUMBER (N)	PERCENT
0 to 12 months	33	6.8
1 to 5 years	106	21.8
6 to 10 years	94	19.3
11 to 20 years	141	29.0
More than 20 years	112	23.0
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 1 – NUMBER OF YEARS WORKING AS A LICENSED PSYCHIATRIC TECHNICIAN IN CALIFORNIA

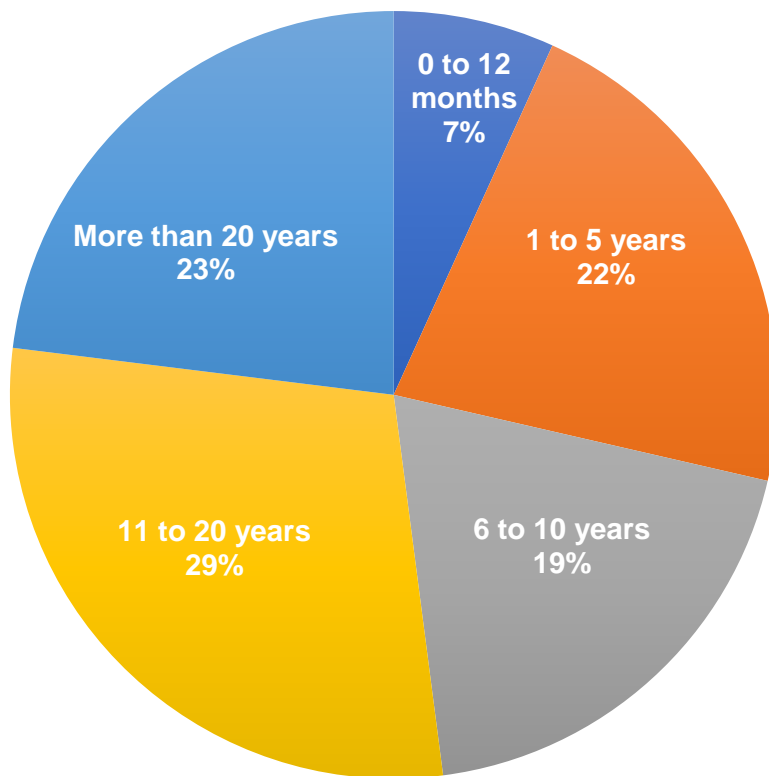


TABLE 2 – HOURS WORKED PER WEEK AS A PSYCHIATRIC TECHNICIAN

HOURS PER WEEK	NUMBER (N)	PERCENT
9 hours or fewer	7	1.4
10 to 19 hours	6	1.2
20 to 29 hours	22	4.5
30 to 39 hours	32	6.6
40 to 49 hours	304	62.6
50 or more hours	113	23.3
Missing	2	0.4
Total	486	100.0

FIGURE 2 – HOURS WORKED PER WEEK AS A PSYCHIATRIC TECHNICIAN

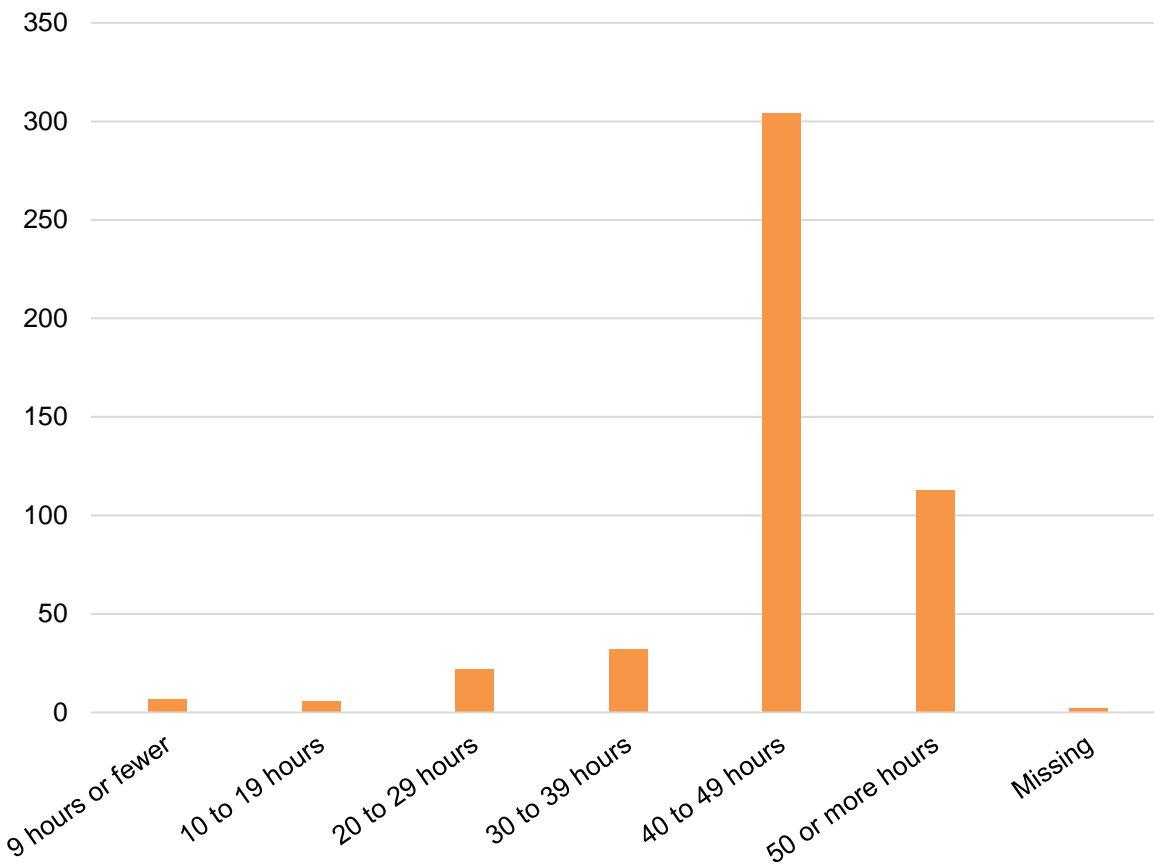


TABLE 3 – TYPICAL SHIFT

SHIFT TYPE	NUMBER (N)	PERCENT
Day shift	252	51.9
Evening shift	115	23.7
Night shift	64	13.2
Variable shift	35	7.2
Other	17	3.5
Missing	3	0.6
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 3 – TYPICAL SHIFT

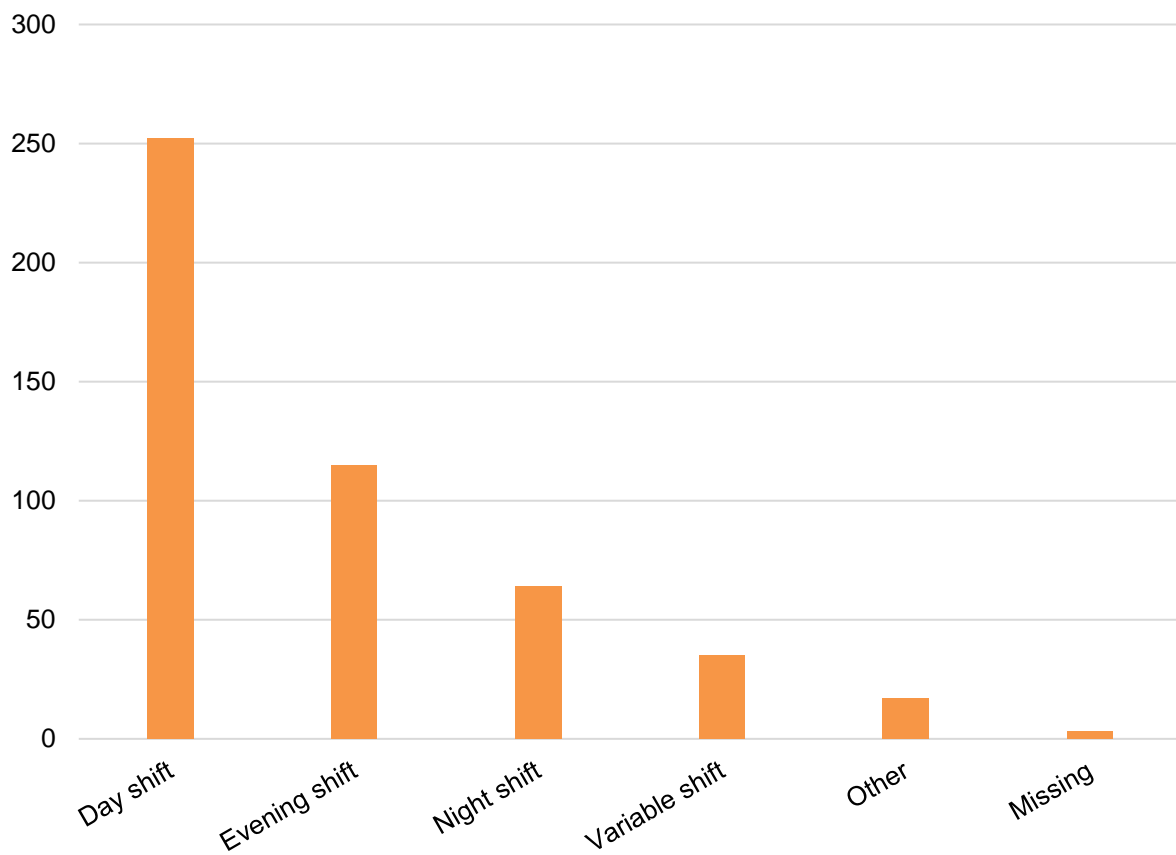


TABLE 4 – TYPICAL SHIFT LENGTH

SHIFT LENGTH	NUMBER (N)	PERCENT
8 hours	392	80.7
Other	35	7.2
10 hours	29	6.0
12 hours	24	4.9
Missing	6	1.2
Total	486	100.0

FIGURE 4 – TYPICAL SHIFT LENGTH

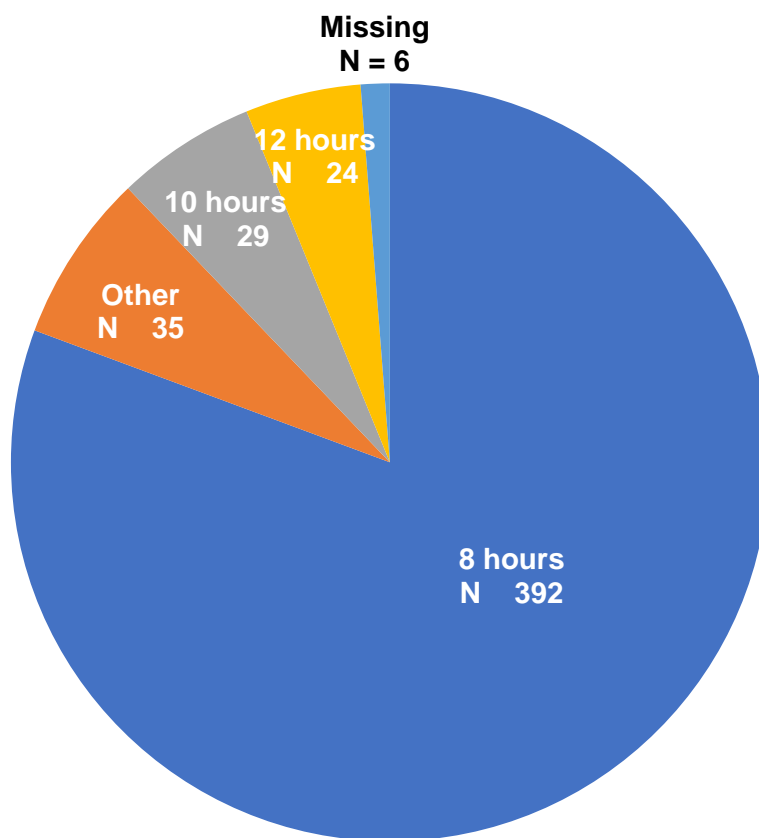


TABLE 5 – CURRENT EMPLOYER

EMPLOYER	NUMBER (N)	PERCENT
State government	352	72.4
Private for-profit	50	10.3
City/county government	39	8.0
Private not-for-profit	39	8.0
Federal government	3	0.6
Missing	3	0.6
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 5 – CURRENT EMPLOYER

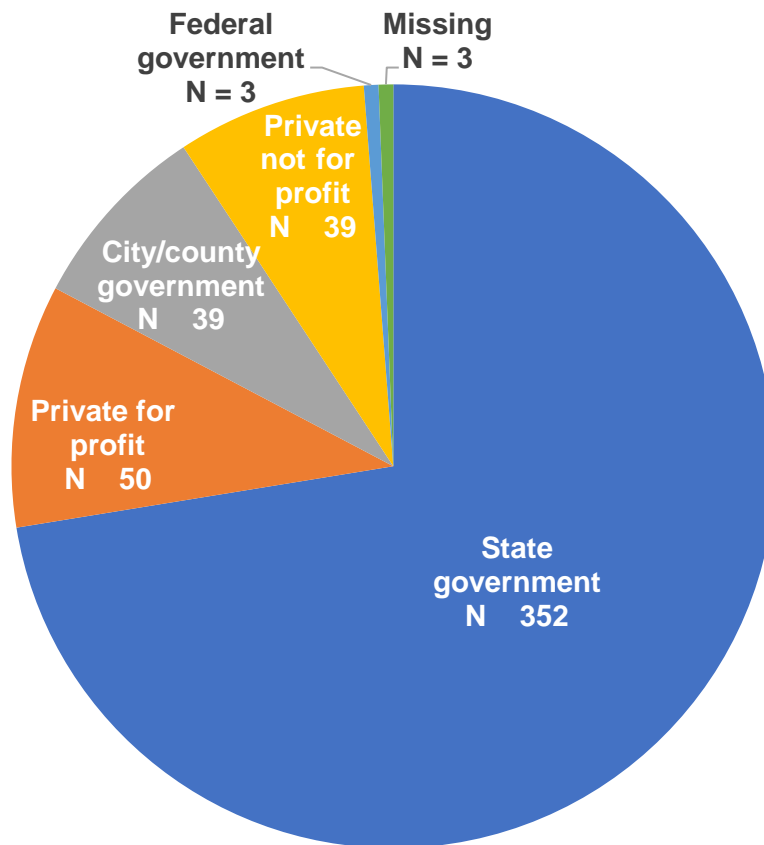


TABLE 6 – PRIMARY WORK LOCATION

Location	NUMBER (N)	PERCENT
Urban (50,000 people or more)	336	69.1
Rural (fewer than 50,000 people)	146	30.0
Missing	4	0.8
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 6 – PRIMARY WORK LOCATION

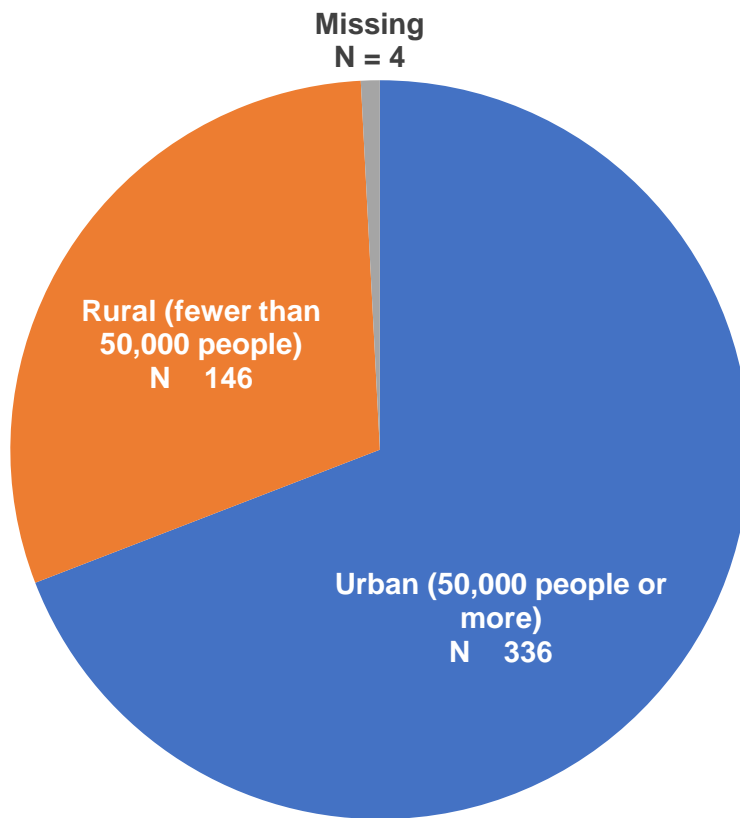


TABLE 7 – HIGHEST LEVEL OF EDUCATION ACHIEVED

EDUCATION LEVEL	NUMBER (N)	PERCENT
High school graduate or equivalent	3	0.6
PT program graduate	227	46.7
Associate degree	150	30.9
Bachelor's degree	70	14.4
Master's degree	12	2.5
Doctorate	1	0.2
Other	22	4.5
Missing	1	0.2
Total	486	100.0

FIGURE 7 – HIGHEST LEVEL OF EDUCATION ACHIEVED

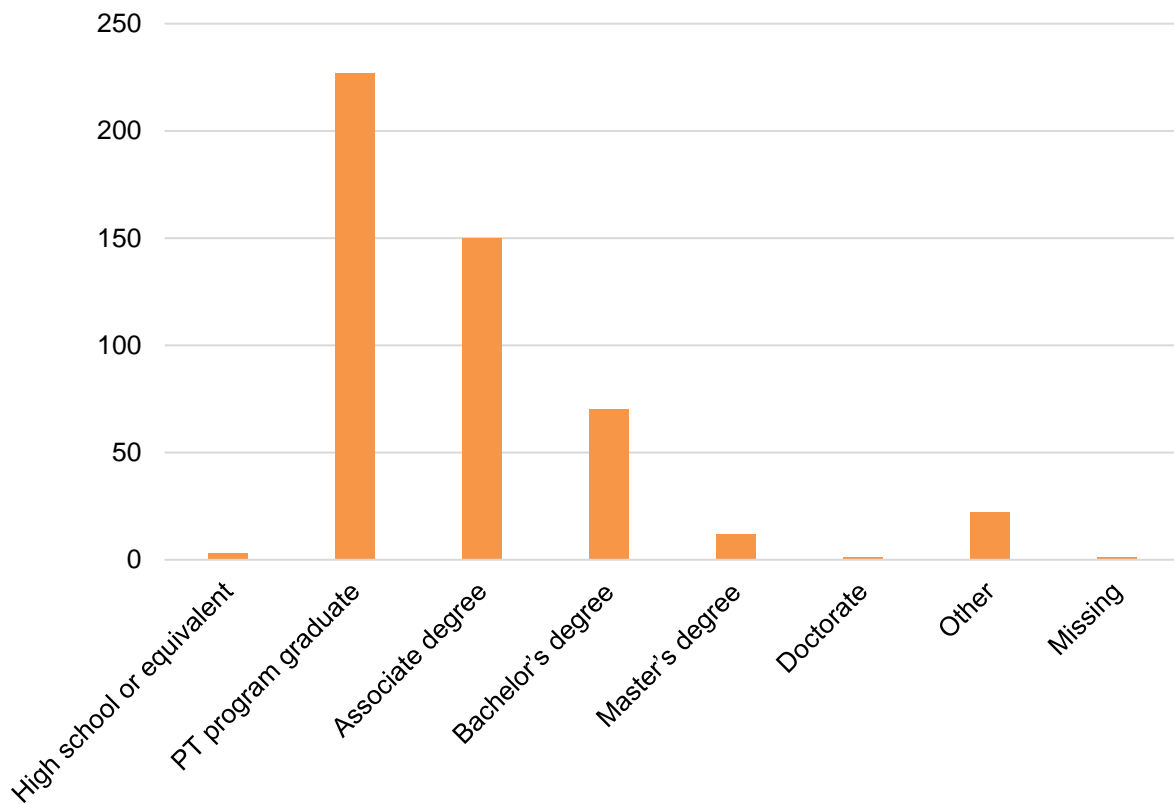


TABLE 8 – NUMBER OF STAFF SUPERVISED

NUMBER OF STAFF SUPERVISED	NUMBER (N)	PERCENT
None	258	53.1
1 to 5 individuals	68	14.0
6 to 10 individuals	78	16.0
11 to 15 individuals	22	4.5
16 or more individuals	56	11.5
Missing	4	0.8
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 8 – NUMBER OF STAFF SUPERVISED

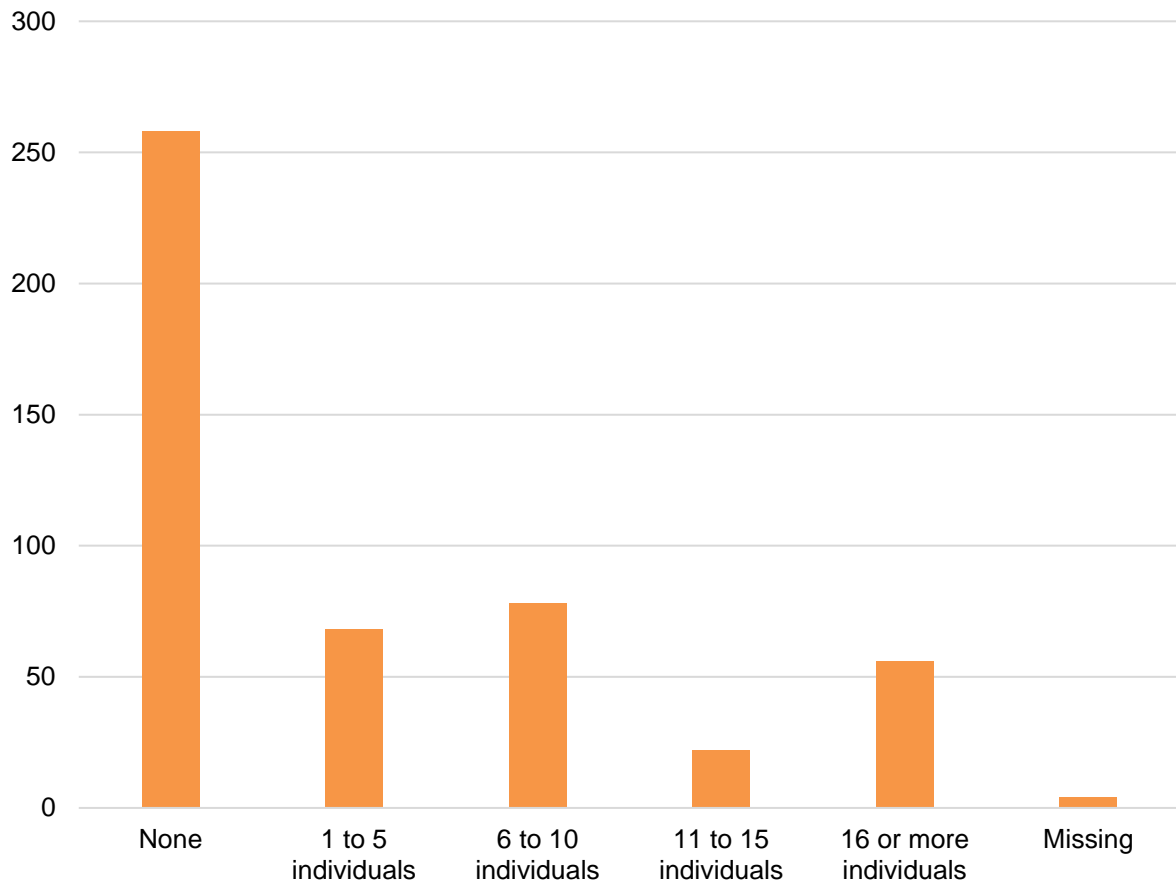


TABLE 9 – PRIMARY WORK SETTING

WORK SETTING	NUMBER (N)	PERCENT
Long-term psychiatric	153	31.5
Acute psychiatric	85	17.5
Correctional or detention	84	17.3
Long-term for clients with developmental disabilities	29	6.0
Emergency psychiatric or crisis unit	27	5.6
Outpatient psychiatric	24	4.9
Substance abuse treatment	12	2.5
Residential care	10	2.1
Educational or school	6	1.2
Emergency room in acute hospital	3	0.6
Vocational training	1	0.2
Other	52	10.7
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 9 – PRIMARY WORK SETTING

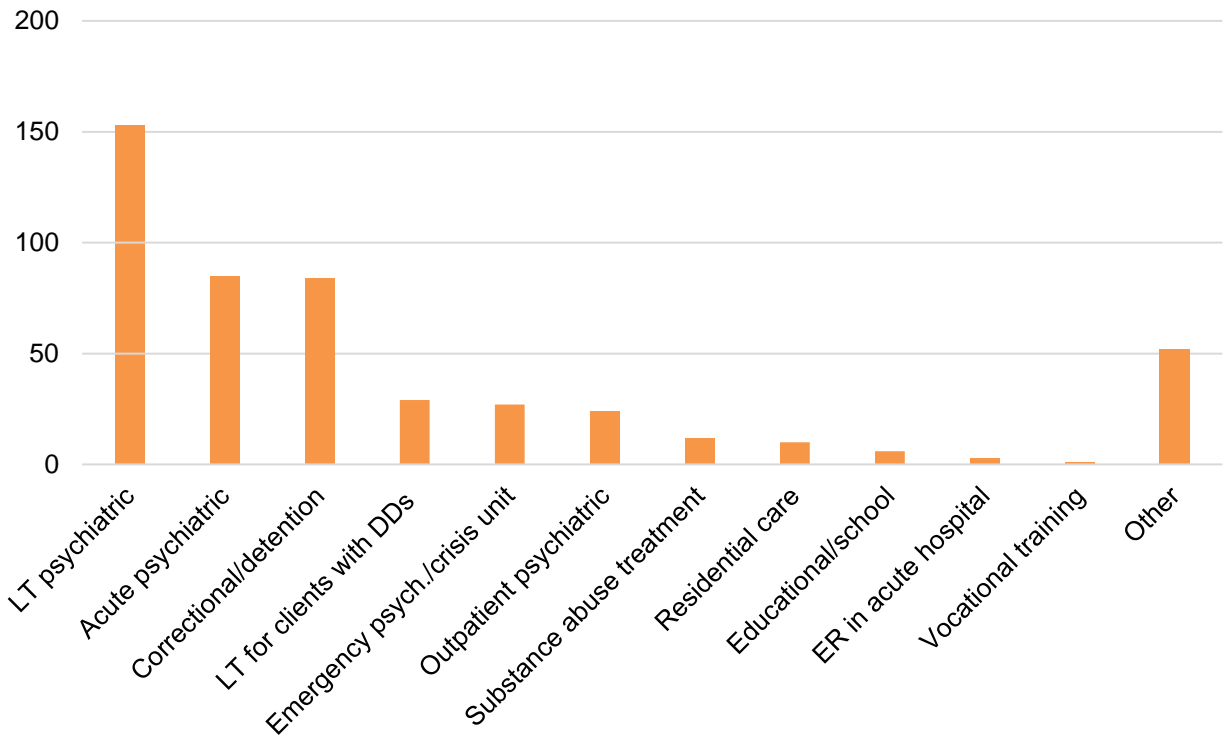


TABLE 10 – CLIENT AGE

CLIENT AGE	NUMBER (N)*	PERCENT*
Newborns (less than 1 month)	2	0.4
Infants/children (1 month to 12 years)	12	2.5
Adolescents (ages 13 to 18)	31	6.4
Young adults (ages 19 to 30)	217	44.7
Adults (ages 31 to 64)	426	87.7
Older adults (ages 65 or older)	175	36.0

*NOTE: Respondents were asked to select all that apply.

FIGURE 10 – CLIENT AGE

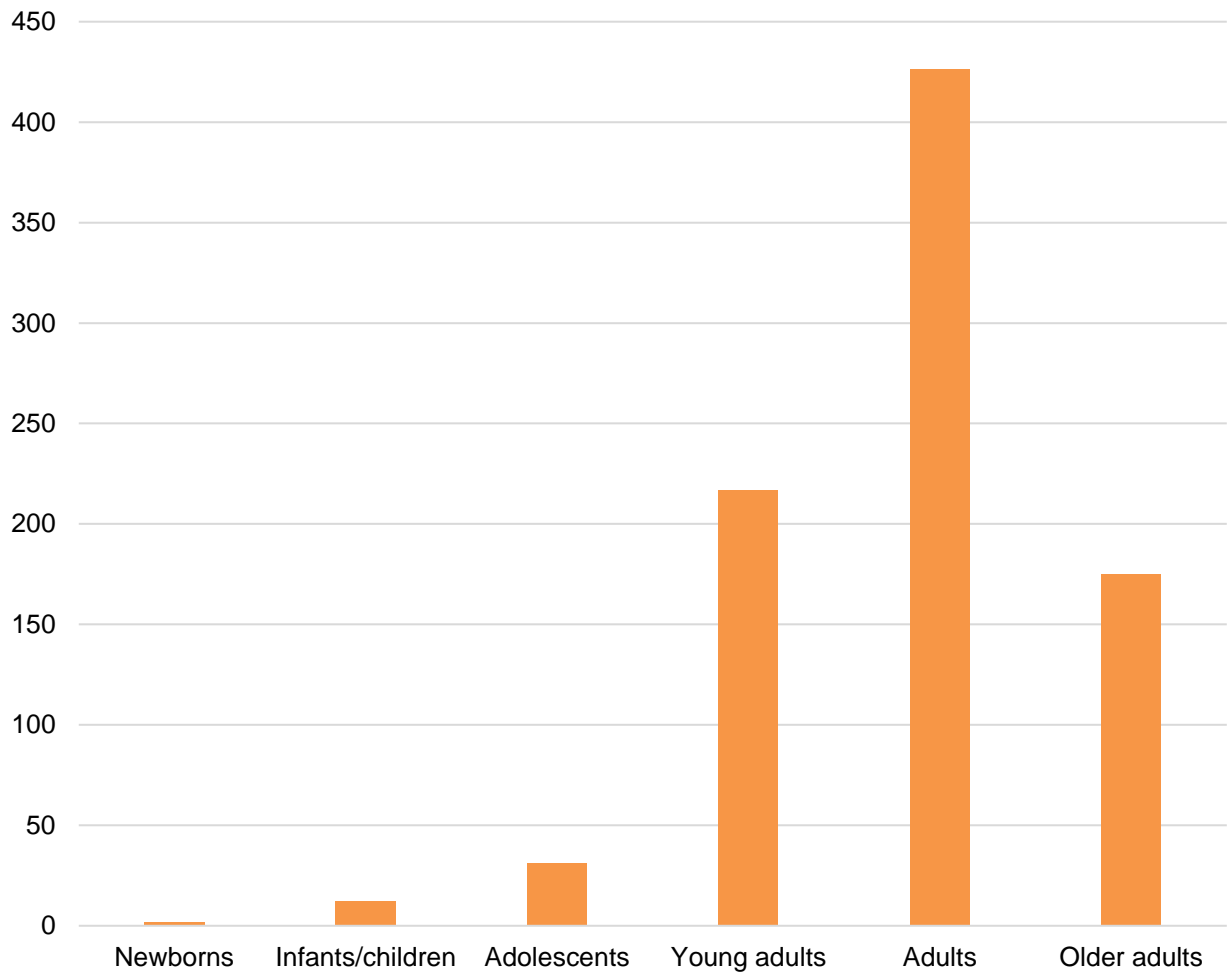


TABLE 11 – MOST COMMON CLIENT DIAGNOSIS

DIAGNOSIS	NUMBER (N)	PERCENT
Dual diagnosis: mental illness and substance abuse	232	47.7
Mental illness	162	33.3
Dual diagnosis: mental illness and developmental disability	39	8.0
Developmental disability	14	2.9
Substance abuse	8	1.6
Other	30	6.2
Missing	1	0.2
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

FIGURE 11 – MOST COMMON CLIENT DIAGNOSIS

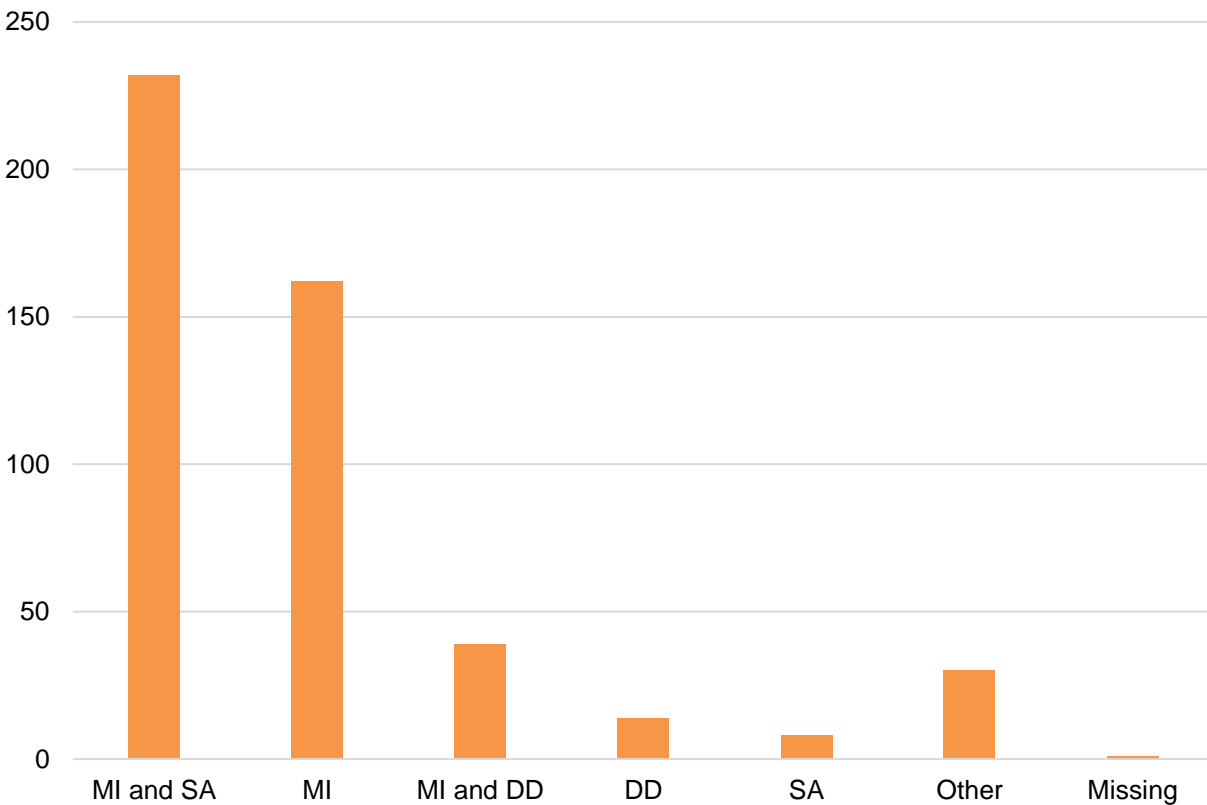


TABLE 12 – OTHER CALIFORNIA STATE-ISSUED OCCUPATIONAL LICENSES OR CERTIFICATIONS HELD

LICENSE OR CERTIFICATION	NUMBER (N)*	PERCENT*
None	339	69.8
Certified Nurse Assistant	53	10.9
Licensed Vocational Nurse	20	4.1
Alcohol and Drug Counselor	8	1.6
Registered Nurse	4	0.8
Other	56	11.5

*NOTE: Respondents were asked to select all that apply.

FIGURE 12 – OTHER CALIFORNIA STATE-ISSUED OCCUPATIONAL LICENSES OR CERTIFICATIONS HELD

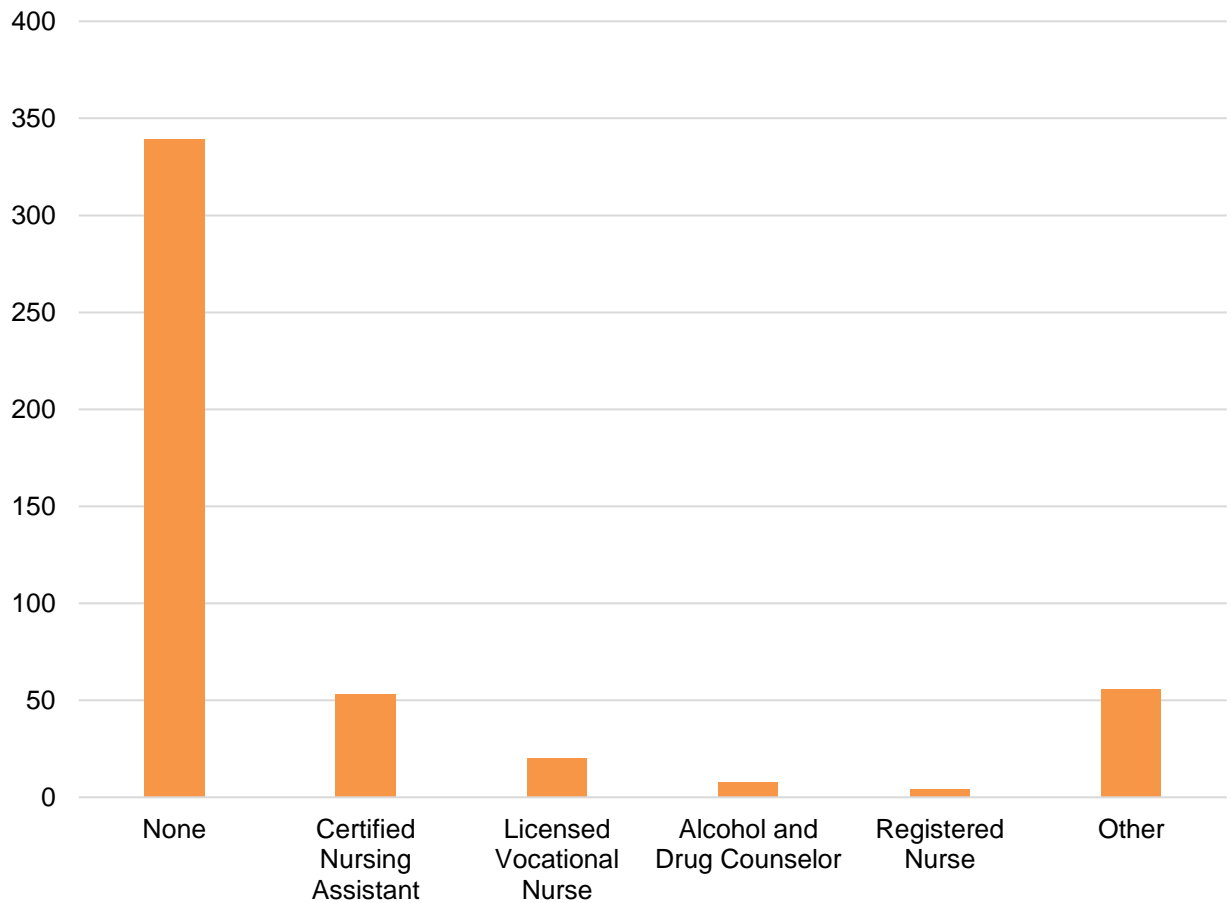


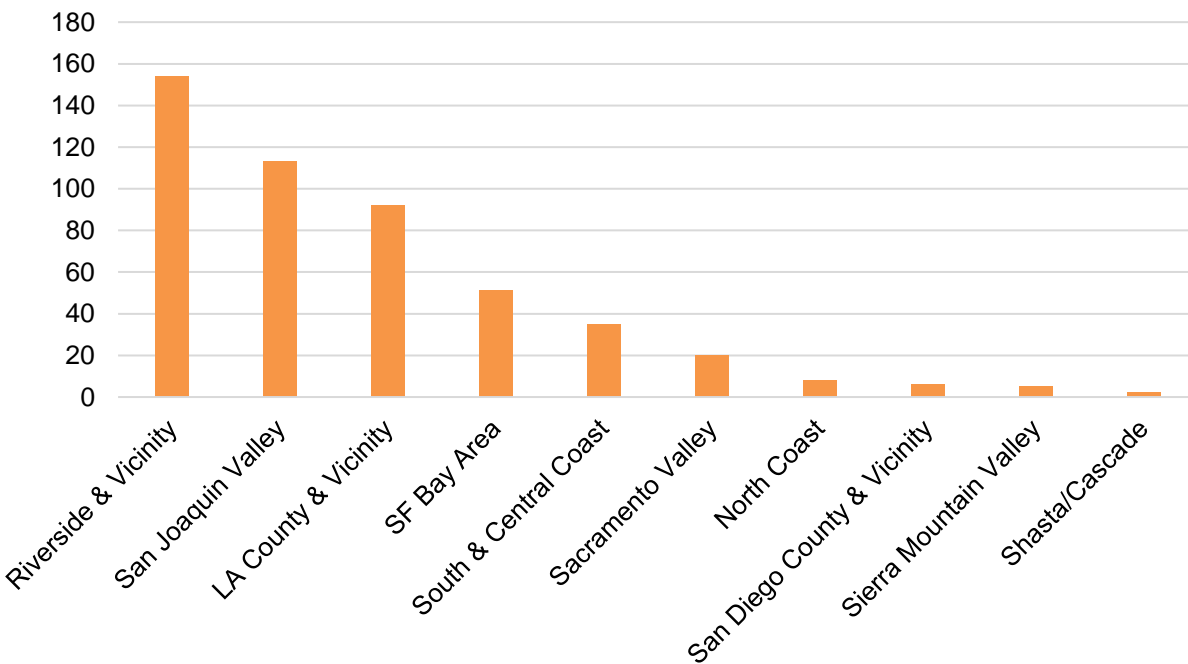
TABLE 13 – RESPONDENTS BY REGION

REGION	NUMBER (N)	PERCENT
Riverside and Vicinity	154	31.7
San Joaquin Valley	113	23.3
Los Angeles County and Vicinity	92	18.9
San Francisco Bay Area	51	10.5
South Coast and Central Coast	35	7.2
Sacramento Valley	20	4.1
North Coast	8	1.6
San Diego County and Vicinity	6	1.2
Sierra Mountain Valley	5	1.0
Shasta and Cascade	2	0.4
Total	486	100.0*

*NOTE: Percentages may not add to 100% due to rounding.

Appendix A shows a more detailed breakdown of the number of respondents by region.

FIGURE 13 – RESPONDENTS BY REGION



CHAPTER 4 | DATA ANALYSIS AND RESULTS

RELIABILITY OF RATINGS

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

Table 14 displays the reliability coefficients for the task statement ratings overall and for each content area. The overall ratings of task frequency and task importance across content areas were highly reliable (frequency $\alpha = .99$; importance $\alpha = .99$). These results indicate that the responding PTs rated the task statements consistently throughout the questionnaire.

TABLE 14 – TASK RATING SCALE RELIABILITY

CONTENT AREA	NUMBER OF TASKS	α FREQUENCY	α IMPORTANCE
1. Basic Nursing Care	47	.98	.98
2. Participation in Treatment Plan Development and Evaluation	7	.90	.90
3. Administration of Care	15	.93	.94
4. Legal and Professional Responsibilities	18	.92	.92
5. Medications	15	.97	.97
6. Psychosocial Assessment and Interventions	31	.97	.97
7. Behavior Management	17	.96	.96
Overall*	150	.99	.99

*NOTE: Reliability was calculated for ratings of all tasks in the questionnaire.

TASK CRITICALITY INDICES

OPES convened a workshop consisting of seven PT SMEs in September 2019. The purpose of this workshop was to identify the essential tasks and knowledge required for safe and effective PT practice at the time of licensure.

To identify the essential tasks, the SMEs reviewed the mean frequency rating, mean importance rating, and the criticality index for each task. To calculate the criticality index of each task statement, OPES used the following formula:

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

For each respondent, OPES first multiplied the frequency rating (Fi) and the importance rating (Ii) of each task. Next, OPES averaged the multiplication products across respondents.

The task statements were sorted in descending order of their criticality index. The task statements, their mean frequency and importance ratings, and their associated criticality indices are presented in Appendix B.

The SMEs who participated in the September 2019 workshop evaluated the task criticality indices derived from the questionnaire results. OPES test specialists instructed the SMEs to determine if any of the tasks had a criticality index that was too low for the task to be retained. Based on their review of the relative importance of tasks to PT practice, the SMEs agreed that all tasks had criticality indices that were high enough to be considered critical for entry-level performance and should, therefore, remain in the examination outline.

KNOWLEDGE STATEMENTS

The SMEs who participated in the September 2019 workshop reviewed the list of knowledge statements that was developed during the first two OA workshops to verify that all knowledge statements were critical for safe and effective entry-level performance as a PT in California. The SMEs agreed that all knowledge statements were critical for entry-level performance as a PT in California and should, therefore, remain in the examination outline. The knowledge statements are presented in Appendix C.

CHAPTER 5 | EXAMINATION OUTLINE

TASK-KNOWLEDGE LINKAGE

The SMEs who participated in the September 2019 workshop finalized the organization of the task and knowledge statements into content areas.

The SMEs also established the final linkage of task and knowledge statements. The SMEs worked individually to identify the knowledge base critical in effective performance of each task. They then communicated the results to the facilitator and discussed any issues until they were clarified and agreement regarding linkages was reached. Therefore, all knowledge statements included on the examination outline were linked to tasks found to be critical for entry-level practice. The table displaying the linkage of task and knowledge statements can be found in Appendix F.

CONTENT AREAS AND WEIGHTS

The SMEs in the September 2019 workshop were also asked to finalize the weights of the content areas on the PT examination outline. OPES test specialists presented the SMEs with preliminary weights of the content areas. The preliminary weights were 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.

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

The SMEs evaluated the preliminary content area weights in terms of how well they reflected the relative importance of the content areas to entry-level PT practice in California. Through discussion, the SMEs agreed that the preliminary content area weights for most content areas accurately captured the relative importance of the content areas to PT practice in California. They also determined that slight adjustments to content area weights were necessary for the content areas Administration of Care (area 3), Medications (area 5), and Psychosocial Assessment and Interventions (area 6) to more accurately capture the relative importance of those content areas. The content area weight for Administration of Care was reduced from 10% to 6%, the content area weight for Medications was increased from 14% to 17%, and the content area weight for Psychosocial Assessment and Interventions was increased from 21% to 22%.

The SMEs also revised knowledge statement 117 from, “Knowledge of procedures and legal requirements pertaining to documentation of assessments, interventions, and client response to care” to “Knowledge of procedures and legal requirements pertaining to documentation and reporting of assessments, interventions, and client response to care.”

A summary of the preliminary and final content area weights for the PT examination outline is presented in Table 15.

TABLE 15 – CONTENT AREA WEIGHTS

CONTENT AREA	Preliminary Weights	Final Weights
1. Basic Nursing Care	23%	23%
2. Participation in Treatment Plan Development and Evaluation	5%	5%
3. Administration of Care	10%	6%
4. Legal and Professional Responsibilities	14%	14%
5. Medications	14%	17%
6. Psychosocial Assessment and Interventions	21%	22%
7. Behavior Management	13%	13%
Total	100%	100%

The examination outline for the PT profession is presented in Table 16.

TABLE 16 – EXAMINATION OUTLINE FOR THE PSYCHIATRIC TECHNICIAN PROFESSION

1. **Basic Nursing Care (23%):** This area assesses a candidate’s ability to identify the need for and perform routine and emergency nursing care and administer treatments according to treatment plan and nursing guidelines for infection control.

Tasks	Associated Knowledge Statements
0101 Basic Nursing Assessment	
Baseline Assessment	
T1. Perform baseline assessment of client physical status (e.g., subjective and objective data).	K1. Knowledge of interview techniques for gathering data regarding physical status and medical history.
T2. Identify client’s chief physical complaint.	K2. Knowledge of techniques and procedures for performing physical assessments.
T3. Collect information regarding client medical history.	K3. Knowledge of signs and symptoms indicating potential abuse or neglect.
	K4. Knowledge of normal range of vital signs across the lifespan.
	K5. Knowledge of nursing care needs of different age groups.
	K9. Knowledge of basic anatomy and physiology.
	K10. Knowledge of effects of environment and lifestyle on physiological functioning.
	K11. Knowledge of effects of common psychological conditions on physiological functioning.
	K12. Knowledge of effects of common medical conditions on physiological functioning.
Diagnostic Tests	
T4. Prepare client for ordered diagnostic tests.	K6. Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
T5. Collect specimens for ordered diagnostic procedures.	K7. Knowledge of techniques and procedures for preparing clients for diagnostic testing.
T6. Recognize and report abnormal laboratory test results.	K8. Knowledge of techniques and procedures for collecting specimens.
Musculoskeletal Function	
T7. Perform basic assessment of muscle strength.	K13. Knowledge of techniques and procedures for performing basic assessment of muscle strength and mobility status.
T8. Perform basic assessment of mobility status.	K16. Knowledge of techniques and procedures for performing basic assessment of joint mobility and body alignment.
T10. Perform basic assessment of joint mobility.	K17. Knowledge of effects of body misalignment and joint mobility on health status.
T11. Perform basic assessment of body alignment.	
Skin Integrity	
T9. Perform basic assessment of skin integrity.	K14. Knowledge of techniques and procedures for performing basic assessment of skin integrity.
	K15. Knowledge of normal skin integrity and common skin abnormalities.

1. **Basic Nursing Care (23%):** This area assesses a candidate's ability to identify the need for and perform routine and emergency nursing care and administer treatments according to treatment plan and nursing guidelines for infection control.

Tasks	Associated Knowledge Statements
0101 Basic Nursing Assessment (Continued)	
Nutrition and Diet	
T12. Perform basic assessment of dietary intake and nutritional status.	K19. Knowledge of techniques and procedures for collecting data related to nutritional intake and dietary preferences.
T13. Identify dietary preferences.	K20. Knowledge of effects of nutrition, diet, and hydration on health status.
	K22. Knowledge of basic principles of nutrition and hydration.
	K23. Knowledge of signs and symptoms indicating an allergic or other adverse reaction to foods or dietary supplements.
	K24. Knowledge of cultural and personal factors affecting dietary preferences and nutrition.
	K25. Knowledge of effects of diet and nutrition on behavior and mental, emotional, and physical status.
	K26. Knowledge of effects of physiological and psychosocial conditions on diet and nutrition.
Gastrointestinal, Genitourinary, and Reproductive Function	
T14. Perform basic assessment of gastrointestinal functioning.	K27. Knowledge of techniques and procedures for performing basic assessment of gastrointestinal, genitourinary, and reproductive functioning.
T15. Perform basic assessment of genitourinary functioning.	
T16. Perform basic assessment of reproductive functioning.	K28. Knowledge of signs and symptoms indicating genitourinary, gastrointestinal, and reproductive disease and dysfunction.
T17. Identify signs and symptoms that indicate difficulty with chewing and swallowing.	
Respiratory Function	
T18. Perform basic assessment of respiratory functioning.	K29. Knowledge of techniques and procedures for performing basic assessment of respiratory functioning.
	K30. Knowledge of signs and symptoms indicating respiratory distress.
	K31. Knowledge of signs and symptoms associated with respiratory system disease and dysfunction.
Neurological Function	
T19. Perform basic assessment of neurological functioning.	K32. Knowledge of techniques and procedures for performing basic assessment of neurological functioning.
	K33. Knowledge of signs and symptoms associated with neurological dysfunction and disease.
	K34. Knowledge of classifications of seizure activity.

1. **Basic Nursing Care (23%):** This area assesses a candidate's ability to identify the need for and perform routine and emergency nursing care and administer treatments according to treatment plan and nursing guidelines for infection control.

Tasks	Associated Knowledge Statements
0101 Basic Nursing Assessment (Continued)	
Endocrinological Function	
T20. Perform basic assessment of endocrinological functioning.	K35. Knowledge of techniques and procedures for performing basic assessment of endocrinological functioning. K36. Knowledge of signs and symptoms associated with endocrine system dysfunction and disease.
Cardiovascular Function	
T21. Perform basic assessment of cardiovascular functioning.	K37. Knowledge of techniques and procedures for performing basic assessment of cardiovascular functioning. K38. Knowledge of signs and symptoms associated with abnormal cardiovascular functioning. K39. Knowledge of signs and symptoms indicating cardiovascular distress.
Emergency Care	
T22. Recognize, assess, and report signs and symptoms of medical emergencies.	K40. Knowledge of signs and symptoms indicating a medical emergency.
0102 Basic Nursing Interventions	
Infection Control	
T23. Implement measures to prevent the spread of parasitic infestations.	K41. Knowledge of techniques and procedures for disposal of soiled and contaminated materials.
T24. Implement standard procedures to prevent disease transmission and minimize risk of infection.	K42. Knowledge of infection control principles, techniques, and procedures. K43. Knowledge of asepsis and sterile techniques.
T25. Handle and dispose of medical waste.	
T26. Educate clients and staff regarding infection control guidelines.	

1. **Basic Nursing Care (23%):** This area assesses a candidate's ability to identify the need for and perform routine and emergency nursing care and administer treatments according to treatment plan and nursing guidelines for infection control.

Tasks	Associated Knowledge Statements
0102 Basic Nursing Interventions (Continued)	
Musculoskeletal Support	
T27. Assist client who has impaired mobility with translocation.	K18. Knowledge of common types of assistive devices to aid functional movement.
T28. Assist client with application and use of mobility aids.	
T31. Perform nursing interventions and ordered treatments to maintain optimal joint mobility, muscle strength, and body alignment.	K44. Knowledge of techniques, procedures, and devices for assisting client mobility.
T32. Perform nursing interventions and ordered treatments for musculoskeletal injuries.	K45. Knowledge of techniques and procedures for turning, transferring, positioning, and transporting clients with impaired mobility.
	K48. Knowledge of application of and nursing interventions related to dressings, bandages, wraps, binders, splints, and compresses.
	K49. Knowledge of nursing care related to casts.
	K50. Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
	K51. Knowledge of purpose of and techniques for performing range of motion exercises.
	K52. Knowledge of body mechanics for turning, transferring, positioning, and transporting clients with impaired mobility.
Skin Integrity Support	
T29. Perform nursing interventions to prevent skin breakdown.	K46. Knowledge of techniques and procedures to promote skin integrity.
T30. Perform nursing interventions and ordered treatments to aid in skin healing.	K47. Knowledge of factors affecting the wound healing process.
	K48. Knowledge of application of and nursing interventions related to dressings, bandages, wraps, binders, splints, and compresses.
	K49. Knowledge of nursing care related to casts.
Diet and Nutrition Support	
T33. Monitor client diet for adherence to treatment plan.	K21. Knowledge of special dietary needs associated with common medical conditions.
T34. Monitor client dietary intake.	
T35. Administer ordered tube feedings.	K53. Knowledge of techniques and procedures for feeding clients with medical needs.
T36. Assist client with feeding.	K54. Knowledge of procedures for monitoring client dietary intake and adherence to treatment plan.

1. **Basic Nursing Care (23%):** This area assesses a candidate's ability to identify the need for and perform routine and emergency nursing care and administer treatments according to treatment plan and nursing guidelines for infection control.

Tasks	Associated Knowledge Statements
0102 Basic Nursing Interventions (Continued)	
Gastrointestinal, Genitourinary, and Reproductive Support	
T37. Perform nursing interventions and ordered treatments for gastrointestinal functioning.	K55. Knowledge of techniques and procedures for performing gastrointestinal, genitourinary, and reproductive nursing interventions and ordered treatments.
T38. Perform nursing interventions and ordered treatments for genitourinary functioning.	
T39. Perform nursing interventions and ordered treatments for reproductive functioning.	
T40. Replace, maintain integrity of, and remove gastrostomy tubes.	
T41. Insert, maintain integrity of, and remove nasogastric tubes.	
T42. Insert, maintain integrity of, and remove urinary catheters.	
Respiratory Support	
T43. Perform nursing interventions and ordered treatments for respiratory functioning.	K56. Knowledge of techniques and procedures for performing nursing interventions and ordered treatments to support respiratory functioning.
Neurological Support	
T44. Perform nursing interventions and ordered treatments for neurological functioning.	K57. Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support neurological functioning and safety.
Endocrinological Support	
T45. Perform nursing interventions and prescribed treatments for endocrinological functioning.	K58. Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support endocrinological functioning.
Cardiovascular Support	
T46. Perform nursing interventions and prescribed treatments for cardiovascular functioning.	K59. Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support cardiovascular functioning.
Emergency Interventions	
T47. Perform noninvasive emergency care procedures.	K60. Knowledge of emergency nursing interventions and procedures.

- 2. Participation in Treatment Plan Development and Evaluation (5%):** This area assesses a candidate's ability to communicate assessment data to the treatment team and assist the treatment team with the development of the treatment plan, including discharge planning, client education, and evaluation of effectiveness of assessments and interventions.

Tasks	Associated Knowledge Statements
0201 Treatment Plan Development	
T48. Report collected client data to treatment team.	K61. Knowledge of techniques for communicating assessment data to treatment team.
T49. Participate in development of treatment plan.	K62. Knowledge of process for developing treatment goals.
T52. Assess client progress relative to treatment goals.	K63. Knowledge of techniques and procedures for assisting in development of treatment plan.
	K70. Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.
	K156. Knowledge of methods for establishing baseline measure of targeted skills and behaviors.
	K157. Knowledge of methods and techniques for performing a task analysis.
0202 Treatment Plan Evaluation	
K51. Evaluate treatment plan outcomes, and report to treatment team.	K65. Knowledge of methods and principles for evaluating and reporting results and effectiveness of assessments and interventions.
	K66. Knowledge of techniques for identifying client readiness for discharge.
	K70. Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.
0203 Client Education	
K50. Perform client education.	K64. Knowledge of methods and interventions for educating clients.
0204 Discharge Planning	
K53. Assist clients with integration into community and use of resources to provide ongoing support to client following termination of treatment.	K67. Knowledge of factors indicating client readiness for community placement.
	K68. Knowledge of common community resources for supporting post-discharge placement.
K54. Assist clients to achieve closure of technician-client relationship prior to transfer or discharge.	K69. Knowledge of techniques and procedures for preparing client for discharge.
	K71. Knowledge of techniques for achieving closure in technician-client relationship.

3. Administration of Care (6%): This area assesses a candidate's ability to identify and provide for client and staff needs through effective supervision and management while ensuring a safe and therapeutic environment.

Tasks	Associated Knowledge Statements
0301 Supervision and Management	
T55. Plan unit activities based on client needs, abilities, and interests.	K72. Knowledge of techniques and procedures for monitoring client care needs.
T56. Schedule staff and assign tasks based on client needs and staff capabilities.	K73. Knowledge of techniques and procedures for staff scheduling based on client needs.
T57. Instruct staff on assigned tasks and evaluate staff ability to perform those tasks.	K74. Knowledge of techniques and procedures to plan unit activities.
T58. Provide feedback about staff performance to management.	K75. Knowledge of methods for evaluating staff ability when making assignments.
T59. Provide performance feedback to staff.	K76. Knowledge of techniques and procedures for delegating tasks to staff based on staff scope of practice, training, and experience.
T60. Identify conflict between staff.	K77. Knowledge of principles and methods for managing and evaluating staff performance.
T61. Implement measures to resolve conflicts between staff.	K78. Knowledge of basic principles of leadership and supervision.
T62. Report client status, physician orders, significant diagnostic data, changes in physical/cognitive functioning, and other significant events to oncoming staff to maintain continuity of care.	K79. Knowledge of conflict resolution processes and techniques.
	K80. Knowledge of methods and procedures for reporting significant changes in client status and treatment to oncoming staff.
0302 Safe Living Environment	
T63. Assess physical environment for presence of weapons or other contraband.	K81. Knowledge of techniques and procedures for discovery and correction of unsafe environmental conditions.
T64. Secure potential weapons or other contraband.	K82. Knowledge of legal requirements pertaining to search and seizure of contraband.
T65. Assess physical environment to identify hazardous conditions.	K83. Knowledge of techniques and procedures for discovery and removal of unsafe objects or materials from clients.
T66. Contain or remove from environment potentially harmful materials or substances.	K84. Knowledge of techniques and procedures for maintaining client and staff safety during emergencies.
T67. Perform unit/residence rounds.	K85. Knowledge of procedures for monitoring unit safety.
T68. Perform emergency or disaster procedures according to facility plan.	K86. Knowledge of procedures for verifying presence of unit population.
T69. Assess client ability to maintain a safe living environment.	K87. Knowledge of procedures for implementation of emergency response plans.
	K88. Knowledge of techniques and procedures for maintaining a clean and safe living environment.

4. Legal and Professional Responsibilities (14%): This area assesses a candidate's ability to comply with legal, ethical, and professional requirements related to the psychiatric technician profession.

Tasks	Associated Knowledge Statements
Client Rights/Denial of Rights	
T70. Educate clients and staff about client rights and responsibilities (including denial of rights).	K89. Knowledge of client rights and responsibilities. K90. Knowledge of legal requirements pertaining to denial of client rights. K91. Knowledge of client rights under conservatorship and guardianship. K92. Knowledge of legal requirements pertaining to criteria for conservatorship and guardianship.
Informed Consent	
T71. Obtain informed consent for treatment in accordance with legal and ethical guidelines.	K93. Knowledge of methods and procedures for obtaining informed consent. K94. Knowledge of legal requirements regarding informed consent.
Confidentiality	
T72. Educate clients regarding limitations of confidentiality.	K95. Knowledge of legal requirements pertaining to client confidentiality and privacy.
T73. Notify targeted individuals or authorities of client intent to cause harm to self, others, or property (i.e., duty to protect).	K96. Knowledge of legal requirements pertaining to duty to protect.
T74. Maintain confidentiality and privacy of client information.	K97. Knowledge of legal requirements pertaining to limitations of confidentiality. K98. Knowledge of procedures and legal requirements to secure consent to release client information. K99. Knowledge of methods and legal requirements to maintain confidentiality of client information and records.
Commitment Status	
T75. Advise clients regarding current commitment status.	K100. Knowledge of legal requirements pertaining to commitment of individuals with grave disability.
T76. Educate clients regarding legal requirements pertaining to commitment status.	K101. Knowledge of laws and regulations pertaining to commitment of incarcerated individuals. K102. Knowledge of laws and regulations pertaining to commitment of individuals who are adjudicated as mentally disordered offenders or sexually violent predators. K103. Knowledge of legal requirements pertaining to voluntary and involuntary commitment. K104. Knowledge of procedures for documenting client commitment, response to commitment, and understanding of their legal status. K105. Knowledge of legal requirements pertaining to individuals found incompetent to stand trial.

4. Legal and Professional Responsibilities (14%): This area assesses a candidate's ability to comply with legal, ethical, and professional requirements related to the psychiatric technician profession.

Tasks	Associated Knowledge Statements
Mandated Reporting	
T77. Identify and report cases of abuse and neglect.	K106. Knowledge of laws and regulations pertaining to reporting of abuse and neglect.
T78. Identify and report cases of communicable disease.	K107. Knowledge of regulations pertaining to reporting of incompetence and unprofessional conduct by health care professionals.
T79. Identify and report incompetence, unprofessional conduct, or other violations of client safety by health care personnel.	K108. Knowledge of laws and regulations pertaining to reporting of communicable diseases.
Scope of Practice	
T80. Recognize situations and behaviors that may impair ability to practice safely and competently.	K109. Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
T81. Comply with psychiatric technician scope of practice.	K110. Knowledge of areas of practice requiring specialized training.
T82. Notify supervisor of inability to perform an assigned task.	K111. Knowledge of legal limitations pertaining to development of nursing care and treatment plans.
	K112. Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
	K113. Knowledge of the impact of limitations of professional experience, education, and training on scope of competence.
Ethics (Conflict of Interest, Privacy, and Boundaries)	
T83. Recognize potential conflict of interest situations and evaluate them for impact on clients or therapeutic process.	K114. Knowledge of methods and techniques to establish and maintain professional boundaries.
T84. Establish and maintain professional boundaries.	K115. Knowledge of ethical principles related to conflict of interest in performance of professional duties.
T85. Safeguard client rights to privacy and dignity.	
T86. Advocate for client rights and needs.	K116. Knowledge of strategies for advocating for client rights and needs.
Documentation	
T87. Document and report assessment, interventions, and client response to care in accordance with legal and professional standards.	K117. Knowledge of procedures and legal requirements pertaining to documentation and reporting of assessments, interventions, and client response to care.

5. Medications (17%): This area assesses a candidate's ability to identify the need for and safely administer prescribed medications and treatments, including documentation and patient education, in accordance with legal requirements.

Tasks	Associated Knowledge Statements
0501 Medication Assessment and Evaluation	
T88. Identify client need for PRN medications and treatments.	K118. Knowledge of signs and symptoms indicating need for PRN medications or treatments.
T89. Identify client allergies and other contraindications before administering medications.	K119. Knowledge of indications and contraindications of commonly prescribed medications, over-the-counter medications, and dietary supplements.
T90. Assess client response to medications and treatments following administration.	K120. Knowledge of signs and symptoms indicating adverse reactions to commonly prescribed drugs.
	K121. Knowledge of signs and symptoms indicating adverse reactions to common over-the-counter drugs and dietary supplements.
	K122. Knowledge of signs and symptoms of drug overdose.
	K123. Knowledge of desired effects of medications and treatments.
	K129. Knowledge of commonly prescribed drugs and their actions, including indications, contraindications, dosages, precautions, and adverse reactions.

5. Medications (17%): This area assesses a candidate's ability to identify the need for and safely administer prescribed medications and treatments, including documentation and patient education, in accordance with legal requirements.

Tasks	Associated Knowledge Statements
0502 Medication Administration	
T91. Verify that client medication and treatment administration records correspond to physician orders.	K124. Knowledge of methods and procedures for prevention of medication administration errors.
T92. Verify that medication orders are accurate and current before administering medications or treatments to clients.	K125. Knowledge of procedures for clarifying physician orders.
T93. Calculate individual medication doses for clients based on physician order.	K126. Knowledge of techniques and procedures for calculating medication dosages.
T94. Prepare and administer medications and treatments.	K127. Knowledge of techniques and procedures for safe preparation and administration of medications.
T95. Educate clients about purpose and side effects of prescribed medications and treatments.	K128. Knowledge of techniques, programs, and activities for instructing clients in medication management and self-medication.
T96. Educate clients on procedures for self-medication and medication management according to client level of functioning and physician orders.	K129. Knowledge of commonly prescribed drugs and their actions, including indications, contraindications, dosages, precautions, and adverse reactions.
T97. Maintain security of medications and medication supplies.	K130. Knowledge of medication classifications.
T98. Store medications in accordance with legal requirements and manufacturer guidelines.	K131. Knowledge of effects of food or fluid intake on effectiveness of medication.
T99. Dispose of medications in accordance with legal requirements and manufacturer guidelines.	K132. Knowledge of therapeutic ranges for common medications.
T100. Evaluate unit needs for pharmaceutical supplies and medications to ensure adequate inventory availability.	K133. Knowledge of legal requirements pertaining to storage and administration of medications containing controlled substances.
	K134. Knowledge of legal and procedural requirements regarding storage and disposal of medications.
	K135. Knowledge of methods for determining adequacy of on-hand pharmaceutical supplies.
	K136. Knowledge of legal requirements regarding client refusal of medication.
0503 Medication Documentation	
T101. Transcribe physician verbal, written, or telephone orders in client medication records.	K137. Knowledge of techniques and procedures for transcribing physician oral, written, and telephone orders for medication or treatments.
T102. Report and document medication and treatment errors.	K138. Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
	K139. Knowledge of procedures for reporting and documenting medication and treatment errors.

6. **Psychosocial Assessment and Interventions (22%):** This area assesses a candidate’s ability to identify client psychosocial needs, assist the treatment team in development of a treatment plan, implement psychosocial interventions, and evaluate treatment plans for individuals with mental disorders and intellectual impairments.

Tasks	Associated Knowledge Statements
0601 Psychosocial Assessment	
Baseline Psychosocial Assessment	
T103. Perform baseline assessment of client psychosocial status.	K140. Knowledge of methods and techniques for promoting client trust and open communication.
T104. Identify barriers to communication and treatment.	K141. Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
T105. Assess client pattern of verbal and nonverbal communication.	K142. Knowledge of common barriers to communication.
T106. Identify stressors affecting client well-being and daily functioning.	K143. Knowledge of effects of human diversity factors on psychosocial functioning.
T111. Obtain psychiatric and substance use history.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T112. Identify level of cognitive functioning.	K145. Knowledge of techniques and approaches for obtaining client clinical data and history.
	K146. Knowledge of stressors that can influence well-being and daily functioning.
	K147. Knowledge of effects of stress on physical and mental health status.
	K148. Knowledge of milestones of normal growth and development.
	K149. Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
	K150. Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
	K151. Knowledge of relationship between family dynamics and psychosocial functioning.
Self-Care	
T107. Assess client ability to perform self-care to identify self-care needs.	K148. Knowledge of milestones of normal growth and development.
	K149. Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
	K158. Knowledge of techniques and procedures for assessing functional abilities for performing self-care.
	K159. Knowledge of effects of mental, developmental, or physical impairments on ability to perform self-care.
	K160. Knowledge of effects of aging on ability to perform self-care.
	K161. Knowledge of effects of common health problems and diseases on ability to perform self-care.
Social, Interpersonal, and Communication Skills	
T108. Assess social, interpersonal, and communication skills.	K141. Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
	K142. Knowledge of common barriers to communication.
	K145. Knowledge of techniques and approaches for obtaining client clinical data and history.

6. **Psychosocial Assessment and Interventions (22%):** This area assesses a candidate's ability to identify client psychosocial needs, assist the treatment team in development of a treatment plan, implement psychosocial interventions, and evaluate treatment plans for individuals with mental disorders and intellectual impairments.

Tasks	Associated Knowledge Statements
0601 Psychosocial Assessment (Continued)	
Mental and Emotional Disorders	
T109. Identify presenting signs and symptoms indicating mental and emotional disorders.	K148. Knowledge of milestones of normal growth and development. K149. Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning. K150. Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders. K152. Knowledge of maladaptive coping mechanisms associated with mental disorders and developmental disabilities.
Substance Use, Addiction, and Related Disorders	
T110. Identify indicators of substance use, addiction, and related disorders.	K153. Knowledge of physical and behavioral indicators associated with substance use and addiction. K154. Knowledge of effects of substance use and addiction on psychosocial functioning.
Leisure Skills and Activity Level	
T113. Assess individual and group leisure skills and activity level.	K155. Knowledge of methods and techniques for assessing client training needs related to social, leisure, vocational, and other independent living skills.
Vocational and Functional Academic Skills	
T114. Assess vocational and functional academic skills.	K155. Knowledge of methods and techniques for assessing client training needs related to social, leisure, vocational, and other independent living skills.
Independent Living Skills	
T115. Assess independent living skills.	K155. Knowledge of methods and techniques for assessing client training needs related to social, leisure, vocational, and other independent living skills.
0602 Psychosocial Interventions and Evaluation	
Therapeutic Environment	
T116. Provide orientation to newly admitted clients to facilitate integration into therapeutic environment.	K166. Knowledge of strategies for facilitating client integration into therapeutic environment.
T117. Maintain therapeutic environment.	K167. Knowledge of strategies for creating and maintaining a therapeutic environment.

6. **Psychosocial Assessment and Interventions (22%):** This area assesses a candidate's ability to identify client psychosocial needs, assist the treatment team in development of a treatment plan, implement psychosocial interventions, and evaluate treatment plans for individuals with mental disorders and intellectual impairments.

Tasks	Associated Knowledge Statements
0602 Psychosocial Intervention and Evaluation (Continued)	
Adaptive Coping and Problem-Solving Skills	
T118. Promote client self-advocacy.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T119. Educate clients in strategies to prevent decompensation.	K168. Knowledge of strategies for teaching self-advocacy.
T120. Educate clients in use of coping skills to facilitate adaptive responses.	K169. Knowledge of strategies and interventions for promoting learning and use of adaptive coping and problem-solving skills.
T121. Educate clients regarding strategies for identifying and managing emotional triggers.	K170. Knowledge of treatment modalities for substance use, addiction, and other related disorders.
T122. Educate and assist clients with strategies for developing and utilizing a support network.	K171. Knowledge of community resources to aid in maintaining sobriety.
T123. Provide client education and training to support client efforts to maintain sobriety.	K172. Knowledge of training methods and interventions pertaining to common mental disorders.
Competency Training	
T124. Provide court-mandated competency training to establish client competency to stand trial.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
	K162. Knowledge of instructional methods, procedures, and goals pertaining to court-mandated competency training.
Self-Care Activities	
T125. Assist clients in performance of self-care activities.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T126. Provide training in self-care skills.	K163. Knowledge of training methods and interventions pertaining to common developmental disabilities.
	K165. Knowledge of methods and interventions for assisting clients with self-care.
	K172. Knowledge of training methods and interventions pertaining to common mental disorders.
Social, Interpersonal, and Communication Skills	
T127. Provide training in social, interpersonal, and communication skills.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
	K163. Knowledge of training methods and interventions pertaining to common developmental disabilities.
	K172. Knowledge of training methods and interventions pertaining to common mental disorders.

6. **Psychosocial Assessment and Interventions (22%):** This area assesses a candidate's ability to identify client psychosocial needs, assist the treatment team in development of a treatment plan, implement psychosocial interventions, and evaluate treatment plans for individuals with mental disorders and intellectual impairments.

Tasks	Associated Knowledge Statements
0602 Psychosocial Intervention and Evaluation (Continued)	
Individual and Group Leisure Skills	
T128. Provide training in individual and group leisure skills and activities.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes. K163. Knowledge of training methods and interventions pertaining to common developmental disabilities. K172. Knowledge of training methods and interventions pertaining to common mental disorders.
Vocational and Functional Academic Skills	
T130. Provide training in vocational and functional academic skills.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T131. Assist clients in obtaining vocational placement.	K163. Knowledge of training methods and interventions pertaining to common developmental disabilities. K164. Knowledge of resources for job training and employment of clients with developmental disabilities and mental disorders. K172. Knowledge of training methods and interventions pertaining to common mental disorders.
Independent Living Skills	
T132. Provide training in independent living skills.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes. K163. Knowledge of training methods and interventions pertaining to common developmental disabilities. K172. Knowledge of training methods and interventions pertaining to common mental disorders.
Facilitation of Group Activities	
T129. Facilitate group activities.	K144. Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T133. Provide group-based therapeutic interventions.	K173. Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings. K174. Knowledge of effects of group dynamics on therapeutic process and achievement of treatment goals. K175. Knowledge of methods and techniques for facilitating treatment groups.

7. Behavior Management (13%): This area assesses a candidate’s ability to perform behavior management assessments and interventions and to evaluate effectiveness of behavioral interventions.

Tasks	Associated Knowledge Statements
0701 Ongoing Behavior Management	
T134. Identify strengths and weaknesses related to cognitive, behavioral, and emotional functioning.	K176. Knowledge of methods and techniques for performing behavioral assessments.
T135. Identify maladaptive client behaviors.	K177. Knowledge of signs and symptoms of escalating behavior.
T136. Identify factors contributing to maladaptive client behaviors.	K178. Knowledge of behavior management principles and techniques.
T137. Perform interventions to manage maladaptive client behavior.	K179. Knowledge of techniques and strategies for teaching self-management skills pertaining to maladaptive behaviors.
T138. Provide training in self-management strategies for increasing adaptive behavior.	K180. Knowledge of techniques for managing maladaptive behavior.
0702 Crisis Management	
T139. Recognize behavioral and physiological indications of crisis.	K181. Knowledge of behavioral and physiological indicators of psychiatric crises.
T140. Assess client risk for harming self or others.	K182. Knowledge of environmental factors that contribute to psychiatric crises.
T141. Determine stage of crisis based on safety risk and presenting behaviors.	K183. Knowledge of methods for identifying precipitating events to psychiatric crisis.
T142. Implement crisis intervention strategies according to stage of crisis.	K184. Knowledge of techniques and procedures for managing assaultive behavior.
T143. Identify risk factors associated with application of restraints.	K185. Knowledge of crisis intervention techniques and procedures.
T144. Initiate client restraint or seclusion.	K186. Knowledge of effects of stat medications on behavior during a crisis.
T145. Monitor client response to restraints.	K187. Knowledge of behaviors requiring intensive observation and individual intervention.
T146. Provide for basic physiological and self-care needs of client during restraint.	K188. Knowledge of techniques and procedures for reintegrating client into therapeutic environment after restraint, seclusion, or voluntary exclusion.
T147. Assess client readiness for removal from restraints, seclusion, or voluntary exclusion.	K189. Knowledge of techniques and procedures for providing client care during restraint and/or seclusion.
T148. Debrief staff and clients following crisis resolution to reintegrate client into therapeutic environment.	K190. Knowledge of techniques and procedures for safe initiation, application of, and removal from restraints or seclusion.
T149. Report and document crisis incident and implemented crisis interventions.	K191. Knowledge of laws and regulations pertaining to use of restraint and seclusion.
T150. Evaluate and document effectiveness of crisis intervention, and report to treatment team.	K192. Knowledge of effects of restraint and seclusion on physical and mental health status.
	T193. Knowledge of techniques and procedures for documenting and reporting crises and implemented crisis interventions.
	T194. Knowledge of methods for debriefing staff following crisis.
	T195. Knowledge of techniques and procedures for evaluating and documenting effectiveness of crisis interventions.

CHAPTER 6 | CONCLUSION

The OA of the PT profession described in this report provides a comprehensive description of current PT practice in California. The procedures employed to perform the OA were based on a content validation strategy to ensure that the results accurately represent PT practice. Results of this OA provide information regarding current practice that can be used to make job-related decisions regarding professional licensure.

By adopting the PT examination outline contained in this report, the Board ensures that its examination program reflects current practice.

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

APPENDIX A | RESPONDENTS BY REGION

LOS ANGELES COUNTY AND VICINITY

County of Practice	Frequency
Los Angeles	77
Orange	15
TOTAL	92

NORTH COAST

County of Practice	Frequency
Del Norte	3
Sonoma	5
TOTAL	8

RIVERSIDE AND VICINITY

County of Practice	Frequency
Riverside	10
San Bernardino	144
TOTAL	154

SACRAMENTO VALLEY

County of Practice	Frequency
Butte	2
Lake	2
Sacramento	13
Sutter	3
TOTAL	20

SAN DIEGO COUNTY AND VICINITY

County of Practice	Frequency
Imperial	1
San Diego	5
TOTAL	6

SAN FRANCISCO BAY AREA

County of Practice	Frequency
Alameda	3
Contra Costa	9
Marin	4
Napa	18
San Francisco	3
Santa Clara	5
Solano	9
TOTAL	51

SAN JOAQUIN VALLEY

County of Practice	Frequency
Fresno	58
Kern	11
Kings	10
Madera	2
San Joaquin	17
Stanislaus	1
Tulare	14
TOTAL	113

SHASTA-CASCADE

County of Practice	Frequency
Lassen	2
TOTAL	2

SIERRA MOUNTAIN VALLEY

County of Practice	Frequency
Amador	3
El Dorado	1
Placer	1
TOTAL	5

SOUTH COAST AND CENTRAL COAST

County of Practice	Frequency
Monterey	5
San Benito	1
San Luis Obispo	27
Ventura	2
TOTAL	35

APPENDIX B | TASK STATEMENTS BY CRITICALITY INDEX

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
81	Comply with psychiatric technician scope of practice.	4.74	320	4.71	272	22.59	274
74	Maintain confidentiality and privacy of client information.	4.69	320	4.59	275	21.66	276
84	Establish and maintain professional boundaries.	4.64	321	4.57	274	21.36	277
85	Safeguard client rights to privacy and dignity.	4.57	319	4.51	277	20.88	277
92	Verify that medication orders are accurate and current before administering medications or treatments to clients.	4.37	321	4.72	268	20.58	277
91	Verify that client medication and treatment administration records correspond to physician orders.	4.33	321	4.70	267	20.33	278
117	Maintain therapeutic environment.	4.44	321	4.35	272	19.66	279
89	Identify client allergies and other contraindications before administering medications.	4.21	320	4.66	265	19.64	277
90	Assess client response to medications and treatments following administration.	4.31	321	4.53	267	19.62	277
97	Maintain security of medications and medication supplies.	4.25	320	4.56	264	19.56	275
140	Assess client risk for harming self or others.	4.17	351	4.55	295	19.28	307
98	Store medications in accordance with legal requirements and manufacturer guidelines.	4.22	321	4.57	260	19.24	278
94	Prepare and administer medications and treatments.	4.19	321	4.58	266	19.14	278

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
87	Document assessment, interventions, and client response to care in accordance with legal and professional standards.	4.28	320	4.42	262	19.07	275
88	Identify client need for PRN medications and treatments.	4.19	321	4.41	267	18.74	276
65	Assess physical environment to identify hazardous conditions.	4.07	324	4.42	264	18.34	279
86	Advocate for client rights and needs.	4.16	319	4.34	270	18.34	276
95	Educate clients about purpose and side effects of prescribed medications and treatments.	4.16	320	4.34	269	18.16	274
50	Perform client education.	4.29	347	4.14	290	18.00	297
62	Report client status, physician orders, significant diagnostic data, changes in physical/cognitive functioning, and other significant events to oncoming staff to maintain continuity of care.	4.04	324	4.40	262	18.00	280
22	Recognize, assess, and report signs and symptoms of medical emergencies.	3.83	413	4.60	343	17.85	351
139	Recognize behavioral and physiological indications of crisis.	4.04	351	4.29	297	17.75	309
99	Dispose of medications in accordance with legal requirements and manufacturer guidelines.	3.99	320	4.47	260	17.74	277
120	Educate clients in use of coping skills to facilitate adaptive responses.	4.14	321	4.22	265	17.69	278
67	Perform unit/residence rounds.	3.89	325	4.52	248	17.63	285

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
135	Identify maladaptive client behaviors.	4.08	349	4.20	295	17.61	309
63	Assess physical environment for presence of weapons or other contraband.	3.82	324	4.58	256	17.46	285
141	Determine stage of crisis based on safety risk and presenting behaviors.	3.89	350	4.34	293	17.35	307
24	Implement standard procedures to prevent disease transmission and minimize risk of infection.	3.89	358	4.35	282	17.27	303
48	Report collected client data to treatment team.	4.05	348	4.19	283	17.20	299
106	Identify stressors affecting client well-being and daily functioning.	4.03	322	4.16	273	17.18	282
93	Calculate individual medication doses for clients based on physician order.	3.74	321	4.55	259	17.03	280
142	Implement crisis intervention strategies according to stage of crisis.	3.79	349	4.37	290	17.03	303
101	Transcribe physician verbal, written, or telephone orders in client medication records.	3.70	320	4.57	254	16.90	277
121	Educate clients regarding strategies for identifying and managing emotional triggers.	3.96	320	4.16	267	16.90	277
1	Perform baseline assessment of client physical status (e.g., subjective and objective data).	3.88	416	4.22	334	16.87	357
109	Identify presenting signs and symptoms indicating mental and emotional disorders.	3.91	321	4.15	265	16.61	279

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
136	Identify factors contributing to maladaptive client behaviors.	3.90	351	4.11	291	16.54	307
137	Perform interventions to manage maladaptive client behavior.	3.88	351	4.18	289	16.53	308
119	Educate clients in strategies to prevent decompensation.	3.93	321	4.11	266	16.51	280
69	Assess client ability to maintain a safe living environment.	3.82	325	4.22	255	16.35	282
107	Assess client ability to perform self-care to identify self-care needs.	3.93	321	4.02	271	16.17	280
118	Promote client self-advocacy.	3.98	320	3.97	266	16.14	277
100	Evaluate unit needs for pharmaceutical supplies and medications to ensure adequate inventory availability.	3.77	320	4.32	250	16.12	277
105	Assess client pattern of verbal and nonverbal communication.	3.86	322	4.08	266	16.01	279
73	Notify targeted individuals or authorities of client intent to cause harm to self, others, or property (i.e., duty to protect).	3.48	319	4.45	258	15.69	278
104	Identify barriers to communication and treatment.	3.71	323	4.06	267	15.50	281
2	Identify client's chief physical complaint.	3.69	416	4.00	331	15.35	356
108	Assess social, interpersonal, and communication skills.	3.77	321	3.94	266	15.31	280
96	Educate clients on procedures for self-medication and medication management according to client level of functioning and physician orders.	3.61	321	4.21	252	15.27	277

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
149	Report and document crisis incident and implemented crisis interventions.	3.42	349	4.25	284	15.16	308
25	Handle and dispose of medical waste.	3.45	358	4.24	279	14.97	304
26	Educate clients and staff regarding infection control guidelines.	3.53	358	4.16	275	14.94	303
52	Assess client progress relative to treatment goals.	3.68	347	4.00	274	14.92	299
51	Evaluate treatment plan outcomes, and report to treatment team.	3.60	348	4.03	271	14.91	297
66	Contain or remove from environment potentially harmful materials or substances.	3.34	325	4.35	258	14.85	280
134	Identify strengths and weaknesses related to cognitive, behavioral, and emotional functioning.	3.63	351	3.98	279	14.83	310
150	Evaluate and document effectiveness of crisis intervention, and report to treatment team.	3.36	348	4.26	278	14.79	308
70	Educate clients and staff about client rights and responsibilities (including denial of rights).	3.54	321	4.00	253	14.55	277
102	Report and document medication and treatment errors.	3.27	320	4.50	261	14.49	274
110	Identify indicators of substance use, addiction, and related disorders.	3.47	321	4.02	254	14.28	280

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
116	Provide orientation to newly admitted clients to facilitate integration into therapeutic environment.	3.46	321	4.00	253	14.23	283
122	Educate and assist clients with strategies for developing and utilizing a support network.	3.52	321	3.92	254	14.19	276
49	Participate in development of treatment plan.	3.41	348	4.03	269	14.04	299
64	Secure potential weapons or other contraband.	3.08	323	4.51	248	14.01	288
80	Recognize situations and behaviors that may impair ability to practice safely and competently.	3.19	320	4.32	264	13.97	278
34	Monitor client dietary intake.	3.46	356	3.91	261	13.86	306
112	Identify level of cognitive functioning.	3.37	319	3.99	254	13.82	285
72	Educate clients regarding limitations of confidentiality.	3.38	319	4.01	246	13.77	277
103	Perform baseline assessment of client psychosocial status.	3.35	323	4.01	251	13.75	284
143	Identify risk factors associated with application of restraints.	3.12	349	4.33	261	13.67	314
33	Monitor client diet for adherence to treatment plan.	3.37	355	3.86	259	13.45	306
3	Collect information regarding client medical history.	3.31	417	3.89	324	13.44	356
71	Obtain informed consent for treatment in accordance with legal and ethical guidelines.	3.24	319	4.08	239	13.24	275
111	Obtain psychiatric and substance use history.	3.19	321	4.00	247	13.20	284

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
68	Perform emergency or disaster procedures according to facility plan.	3.13	324	4.11	264	13.05	282
138	Provide training in self-management strategies for increasing adaptive behavior.	3.23	351	3.87	269	12.94	310
77	Identify and report cases of abuse and neglect.	2.85	319	4.51	267	12.91	278
9	Perform basic assessment of skin integrity.	3.17	414	3.79	307	12.64	359
12	Perform basic assessment of dietary intake and nutritional status.	3.27	414	3.72	301	12.61	354
125	Assist clients in performance of self-care activities.	3.20	321	3.87	239	12.59	281
146	Provide for basic physiological and self-care needs of client during restraint.	2.89	349	4.28	253	12.56	317
145	Monitor client response to restraints.	2.88	349	4.31	256	12.53	318
23	Implement measures to prevent the spread of parasitic infestations.	2.97	357	4.15	253	12.52	310
113	Assess individual and group leisure skills and activity level.	3.24	321	3.69	242	12.47	279
123	Provide client education and training to support client efforts to maintain sobriety.	3.10	321	3.93	238	12.45	282
147	Assess client readiness for removal from restraints, seclusion, or voluntary exclusion.	2.82	346	4.30	246	12.32	313
127	Provide training in social, interpersonal, and communication skills.	3.12	320	3.82	239	12.29	285

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
17	Identify signs and symptoms that indicate difficulty with chewing and swallowing.	2.98	414	3.92	300	12.28	355
148	Debrief staff and clients following crisis resolution to reintegrate client into therapeutic environment.	2.89	349	4.14	255	12.05	316
126	Provide training in self-care skills.	3.08	320	3.79	238	12.03	283
18	Perform basic assessment of respiratory functioning.	2.92	413	3.96	300	12.00	363
83	Recognize potential conflict of interest situations and evaluate them for impact on clients or therapeutic process.	2.84	319	4.05	249	11.87	275
115	Assess independent living skills.	3.07	322	3.71	240	11.86	283
56	Schedule staff and assign tasks based on client needs and staff capabilities.	2.94	325	3.96	211	11.70	283
75	Advise clients regarding current commitment status.	2.95	320	3.88	225	11.62	279
29	Perform nursing interventions to prevent skin breakdown.	2.88	358	3.94	254	11.58	306
78	Identify and report cases of communicable disease.	2.63	320	4.33	251	11.37	281
57	Instruct staff on assigned tasks and evaluate staff ability to perform those tasks.	2.85	323	3.96	208	11.24	282
30	Perform nursing interventions and ordered treatments to aid in skin healing.	2.86	353	3.85	256	11.23	308
27	Assist client who has impaired mobility with translocation.	2.82	358	3.82	249	11.20	304

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
79	Identify and report incompetence, unprofessional conduct, or other violations of client safety by health care personnel.	2.56	320	4.31	264	11.06	279
129	Facilitate group activities.	2.93	322	3.64	231	11.06	286
4	Prepare client for ordered diagnostic tests.	2.83	417	3.72	305	11.02	359
6	Recognize and report abnormal laboratory test results.	2.60	416	4.05	282	10.97	358
128	Provide training in individual and group leisure skills and activities.	2.89	322	3.63	229	10.84	286
59	Provide performance feedback to staff.	2.77	321	3.80	214	10.83	282
76	Educate clients regarding legal requirements pertaining to commitment status.	2.72	319	3.88	215	10.77	281
58	Provide feedback about staff performance to management.	2.69	322	3.81	214	10.49	285
5	Collect specimens for ordered diagnostic procedures.	2.69	415	3.68	302	10.44	358
19	Perform basic assessment of neurological functioning.	2.65	413	3.76	286	10.33	361
144	Initiate client restraint or seclusion.	2.48	348	4.13	247	10.31	316
28	Assist client with application and use of mobility aids.	2.66	358	3.76	250	10.27	307
53	Assist clients with integration into community and use of resources to provide ongoing support to client following termination of treatment.	2.61	346	3.95	218	10.26	304

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
54	Assist clients to achieve closure of technician-client relationship prior to transfer or discharge.	2.71	348	3.68	234	10.26	304
60	Identify conflict between staff.	2.57	322	3.84	229	10.21	289
55	Plan unit activities based on client needs, abilities, and interests.	2.77	324	3.67	212	10.20	281
8	Perform basic assessment of mobility status.	2.67	414	3.56	295	10.16	359
133	Provide group-based therapeutic interventions.	2.59	323	3.78	212	10.14	287
13	Identify dietary preferences.	2.84	415	3.38	286	10.09	357
82	Notify supervisor of inability to perform an assigned task.	2.38	320	4.08	252	9.89	278
21	Perform basic assessment of cardiovascular functioning.	2.37	411	3.94	263	9.65	360
61	Implement measures to resolve conflicts among staff.	2.35	324	3.94	212	9.46	289
132	Provide training in independent living skills.	2.39	323	3.72	203	9.18	289
114	Assess vocational and functional academic skills.	2.54	321	3.44	219	9.11	286
47	Perform noninvasive emergency care procedures.	2.16	358	4.10	229	8.87	309
31	Perform nursing interventions and ordered treatments to maintain optimal joint mobility, muscle strength, and body alignment.	2.30	356	3.74	220	8.76	307
10	Perform basic assessment of joint mobility.	2.28	413	3.38	274	8.27	358
14	Perform basic assessment of gastrointestinal functioning.	2.19	412	3.52	257	8.10	369

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
124	Provide court-mandated competency training to establish client competency to stand trial.	1.98	321	3.95	176	8.02	297
43	Perform nursing interventions and ordered treatments for respiratory functioning.	2.01	355	3.86	209	7.72	319
46	Perform nursing interventions and prescribed treatments for cardiovascular functioning.	1.91	357	3.93	193	7.60	321
32	Perform nursing interventions and ordered treatments for musculoskeletal injuries.	2.00	356	3.69	212	7.41	311
44	Perform nursing interventions and ordered treatments for neurological functioning.	1.89	356	3.78	191	7.16	317
36	Assist client with feeding.	1.83	357	3.80	199	6.87	318
15	Perform basic assessment of genitourinary functioning.	1.95	412	3.39	243	6.86	368
130	Provide training in vocational and functional academic skills.	1.86	322	3.51	180	6.68	294
7	Perform basic assessment of muscle strength.	1.96	415	3.21	264	6.62	363
11	Perform basic assessment of body alignment.	1.91	408	3.22	244	6.62	359
37	Perform nursing interventions and ordered treatments for gastrointestinal functioning.	1.77	356	3.67	192	6.45	321
20	Perform basic assessment of endocrinological functioning.	1.68	413	3.44	222	5.96	371
45	Perform nursing interventions and prescribed treatments for endocrinological functioning.	1.51	356	3.66	165	5.59	324

Task	TASK STATEMENT	Mean Freq.	N	Mean Imp.	N	Criticality Index	N
38	Perform nursing interventions and ordered treatments for genitourinary functioning.	1.51	355	3.58	168	5.28	315
131	Assist clients in obtaining vocational placement.	1.41	323	3.48	157	4.96	299
35	Administer ordered tube feedings.	1.06	354	3.99	147	4.07	331
42	Insert, maintain integrity of, and remove urinary catheters.	1.05	356	3.78	146	3.90	329
16	Perform basic assessment of reproductive functioning.	1.05	411	2.98	164	3.28	374
40	Replace, maintain integrity of, and remove gastrostomy tubes.	0.86	355	3.82	121	3.19	335
39	Perform nursing interventions and ordered treatments for reproductive functioning.	0.85	355	3.42	116	2.85	331
41	Insert, maintain integrity of, and remove nasogastric tubes.	0.68	355	3.80	109	2.40	334

APPENDIX C | KNOWLEDGE STATEMENTS

Knowledge Number	Knowledge Description
1	Knowledge of interview techniques for gathering data regarding physical status and medical history.
2	Knowledge of techniques and procedures for performing physical assessments.
3	Knowledge of signs and symptoms indicating potential abuse or neglect.
4	Knowledge of normal range of vital signs across the lifespan.
5	Knowledge of nursing care needs of different age groups.
6	Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
7	Knowledge of techniques and procedures for preparing clients for diagnostic testing.
8	Knowledge of techniques and procedures for collecting specimens.
9	Knowledge of basic anatomy and physiology.
10	Knowledge of effects of environment and lifestyle on physiological functioning.
11	Knowledge of effects of common psychological conditions on physiological functioning.
12	Knowledge of effects of common medical conditions on physiological functioning.
13	Knowledge of techniques and procedures for performing basic assessment of muscle strength and mobility status.
14	Knowledge of techniques and procedures for performing basic assessment of skin integrity.
15	Knowledge of normal skin integrity and common skin abnormalities.
16	Knowledge of techniques and procedures for performing basic assessment of joint mobility and body alignment.
17	Knowledge of effects of body misalignment and joint mobility on health status.
18	Knowledge of common types of assistive devices to aid functional movement.
19	Knowledge of techniques and procedures for collecting data related to nutritional intake and dietary preferences.
20	Knowledge of effects of nutrition, diet, and hydration on health status.
21	Knowledge of special dietary needs associated with common medical conditions.
22	Knowledge of basic principles of nutrition and hydration.

Knowledge Number	Knowledge Description
23	Knowledge of signs and symptoms indicating an allergic or other adverse reaction to foods or dietary supplements.
24	Knowledge of cultural and personal factors affecting dietary preferences and nutrition.
25	Knowledge of effects of diet and nutrition on behavior and mental, emotional, and physical status.
26	Knowledge of effects of physiological and psychosocial conditions on diet and nutrition.
27	Knowledge of techniques and procedures for performing basic assessment of gastrointestinal, genitourinary, and reproductive functioning.
28	Knowledge of signs and symptoms indicating genitourinary, gastrointestinal, and reproductive disease and dysfunction.
29	Knowledge of techniques and procedures for performing basic assessment of respiratory functioning.
30	Knowledge of signs and symptoms indicating respiratory distress.
31	Knowledge of signs and symptoms associated with respiratory system disease and dysfunction.
32	Knowledge of techniques and procedures for performing basic assessment of neurological functioning.
33	Knowledge of signs and symptoms associated with neurological dysfunction and disease.
34	Knowledge of classifications of seizure activity.
35	Knowledge of techniques and procedures for performing basic assessment of endocrinological functioning.
36	Knowledge of signs and symptoms associated with endocrine system dysfunction and disease.
37	Knowledge of techniques and procedures for performing basic assessment of cardiovascular functioning.
38	Knowledge of signs and symptoms associated with abnormal cardiovascular functioning.
39	Knowledge of signs and symptoms indicating cardiovascular distress.
40	Knowledge of signs and symptoms indicating a medical emergency.
41	Knowledge of techniques and procedures for disposal of soiled and contaminated materials.

Knowledge Number	Knowledge Description
42	Knowledge of infection control principles, techniques, and procedures.
43	Knowledge of asepsis and sterile techniques.
44	Knowledge of techniques, procedures, and devices for assisting client mobility.
45	Knowledge of techniques and procedures for turning, transferring, positioning, and transporting clients with impaired mobility.
46	Knowledge of techniques and procedures to promote skin integrity.
47	Knowledge of factors affecting the wound healing process.
48	Knowledge of application of and nursing interventions related to dressings, bandages, wraps, binders, splints, and compresses.
49	Knowledge of nursing care related to casts.
50	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
51	Knowledge of purpose of and techniques for performing range of motion exercises.
52	Knowledge of body mechanics for turning, transferring, positioning, and transporting clients with impaired mobility.
53	Knowledge of techniques and procedures for feeding clients with medical needs.
54	Knowledge of procedures for monitoring client dietary intake and adherence to treatment plan.
55	Knowledge of techniques and procedures for performing gastrointestinal, genitourinary, and reproductive nursing interventions and ordered treatments.
56	Knowledge of techniques and procedures for performing nursing interventions and ordered treatments to support respiratory functioning.
57	Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support neurological functioning and safety.
58	Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support endocrinological functioning.
59	Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support cardiovascular functioning.
60	Knowledge of emergency nursing interventions and procedures.
61	Knowledge of techniques for communicating assessment data to treatment team.
62	Knowledge of process for developing treatment goals.

Knowledge Number	Knowledge Description
63	Knowledge of techniques and procedures for assisting in development of treatment plan.
64	Knowledge of methods and interventions for educating clients.
65	Knowledge of methods and principles for evaluating and reporting results and effectiveness of assessments and interventions.
66	Knowledge of techniques for identifying client readiness for discharge.
67	Knowledge of factors indicating client readiness for community placement.
68	Knowledge of common community resources for supporting post-discharge placement.
69	Knowledge of techniques and procedures for preparing client for discharge.
70	Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.
71	Knowledge of techniques for achieving closure in technician-client relationship.
72	Knowledge of techniques and procedures for monitoring client care needs.
73	Knowledge of techniques and procedures for staff scheduling based on client needs.
74	Knowledge of techniques and procedures to plan unit activities.
75	Knowledge of methods for evaluating staff ability when making assignments.
76	Knowledge of techniques and procedures for delegating tasks to staff based on staff scope of practice, training, and experience.
77	Knowledge of principles and methods for managing and evaluating staff performance.
78	Knowledge of basic principles of leadership and supervision.
79	Knowledge of conflict resolution processes and techniques.
80	Knowledge of methods and procedures for reporting significant changes in client status and treatment to oncoming staff.
81	Knowledge of techniques and procedures for discovery and correction of unsafe environmental conditions.
82	Knowledge of legal requirements pertaining to search and seizure of contraband.
83	Knowledge of techniques and procedures for discovery and removal of unsafe objects or materials from clients.

Knowledge Number	Knowledge Description
84	Knowledge of techniques and procedures for maintaining client and staff safety during emergencies.
85	Knowledge of procedures for monitoring unit safety.
86	Knowledge of procedures for verifying presence of unit population.
87	Knowledge of procedures for implementation of emergency response plans.
88	Knowledge of techniques and procedures for maintaining a clean and safe living environment.
89	Knowledge of client rights and responsibilities.
90	Knowledge of legal requirements pertaining to denial of client rights.
91	Knowledge of client rights under conservatorship and guardianship.
92	Knowledge of legal requirements pertaining to criteria for conservatorship and guardianship.
93	Knowledge of methods and procedures for obtaining informed consent.
94	Knowledge of legal requirements regarding informed consent.
95	Knowledge of legal requirements pertaining to client confidentiality and privacy.
96	Knowledge of legal requirements pertaining to duty to protect.
97	Knowledge of legal requirements pertaining to limitations of confidentiality.
98	Knowledge of procedures and legal requirements to secure consent to release client information.
99	Knowledge of methods and legal requirements to maintain confidentiality of client information and records.
100	Knowledge of legal requirements pertaining to commitment of individuals with grave disability.
101	Knowledge of laws and regulations pertaining to commitment of incarcerated individuals.
102	Knowledge of laws and regulations pertaining to commitment of individuals who are adjudicated as mentally disordered offenders or sexually violent predators.
103	Knowledge of legal requirements pertaining to voluntary and involuntary commitment.
104	Knowledge of procedures for documenting client commitment, response to commitment, and understanding of their legal status.
105	Knowledge of legal requirements pertaining to individuals found incompetent to stand trial.

Knowledge Number	Knowledge Description
106	Knowledge of laws and regulations pertaining to reporting of abuse and neglect.
107	Knowledge of regulations pertaining to reporting of incompetence and unprofessional conduct by health care professionals.
108	Knowledge of laws and regulations pertaining to reporting of communicable diseases.
109	Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
110	Knowledge of areas of practice requiring specialized training.
111	Knowledge of legal limitations pertaining to development of nursing care and treatment plans.
112	Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
113	Knowledge of the impact of limitations of professional experience, education, and training on scope of competence.
114	Knowledge of methods and techniques to establish and maintain professional boundaries.
115	Knowledge of ethical principles related to conflict of interest in performance of professional duties.
116	Knowledge of strategies for advocating for client rights and needs.
117	Knowledge of procedures and legal requirements pertaining to documentation and reporting of assessments, interventions, and client response to care.
118	Knowledge of signs and symptoms indicating need for PRN medications or treatments.
119	Knowledge of indications and contraindications of commonly prescribed medications, over-the-counter medications, and dietary supplements.
120	Knowledge of signs and symptoms indicating adverse reactions to commonly prescribed drugs.
121	Knowledge of signs and symptoms indicating adverse reactions to common over-the-counter drugs and dietary supplements.
122	Knowledge of signs and symptoms of drug overdose.
123	Knowledge of desired effects of medications and treatments.

Knowledge Number	Knowledge Description
124	Knowledge of methods and procedures for prevention of medication administration errors.
125	Knowledge of procedures for clarifying physician orders.
126	Knowledge of techniques and procedures for calculating medication dosages.
127	Knowledge of techniques and procedures for safe preparation and administration of medications.
128	Knowledge of techniques, programs, and activities for instructing clients in medication management and self-medication.
129	Knowledge of commonly prescribed drugs and their actions, including indications, contraindications, dosages, precautions, and adverse reactions.
130	Knowledge of medication classifications.
131	Knowledge of effects of food or fluid intake on effectiveness of medication.
132	Knowledge of therapeutic ranges for common medications.
133	Knowledge of legal requirements pertaining to storage and administration of medications containing controlled substances.
134	Knowledge of legal and procedural requirements regarding storage and disposal of medications.
135	Knowledge of methods for determining adequacy of on-hand pharmaceutical supplies.
136	Knowledge of legal requirements regarding client refusal of medication.
137	Knowledge of techniques and procedures for transcribing physician oral, written, and telephone orders for medication or treatments.
138	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
139	Knowledge of procedures for reporting and documenting medication and treatment errors.
140	Knowledge of methods and techniques for promoting client trust and open communication.
141	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
142	Knowledge of common barriers to communication.
143	Knowledge of effects of human diversity factors on psychosocial functioning.

Knowledge Number	Knowledge Description
144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
145	Knowledge of techniques and approaches for obtaining client clinical data and history.
146	Knowledge of stressors that can influence wellbeing and daily functioning.
147	Knowledge of effects of stress on physical and mental health status.
148	Knowledge of milestones of normal growth and development.
149	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
150	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
151	Knowledge of relationship between family dynamics and psychosocial functioning.
152	Knowledge of maladaptive coping mechanisms associated with mental disorders and developmental disabilities.
153	Knowledge of physical and behavioral indicators associated with substance use and addiction.
154	Knowledge of effects of substance use and addiction on psychosocial functioning.
155	Knowledge of methods and techniques for assessing client training needs related to social, leisure, vocational, and other independent living skills.
156	Knowledge of methods for establishing baseline measure of targeted skills and behaviors.
157	Knowledge of methods and techniques for performing a task analysis.
158	Knowledge of techniques and procedures for assessing functional abilities for performing self-care.
159	Knowledge of effects of mental, developmental, or physical impairments on ability to perform self-care.
160	Knowledge of effects of aging on ability to perform self-care.
161	Knowledge of effects of common health problems and diseases on ability to perform self-care.
162	Knowledge of instructional methods, procedures, and goals pertaining to court-mandated competency training.

Knowledge Number	Knowledge Description
163	Knowledge of training methods and interventions pertaining to common developmental disabilities.
164	Knowledge of resources for job training and employment of clients with developmental disabilities and mental disorders.
165	Knowledge of methods and interventions for assisting clients with self-care.
166	Knowledge of strategies for facilitating client integration into therapeutic environment.
167	Knowledge of strategies for creating and maintaining a therapeutic environment.
168	Knowledge of strategies for teaching self-advocacy.
169	Knowledge of strategies and interventions for promoting learning and use of adaptive coping and problem-solving skills.
170	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
171	Knowledge of community resources to aid in maintaining sobriety.
172	Knowledge of training methods and interventions pertaining to common mental disorders.
173	Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings.
174	Knowledge of effects of group dynamics on therapeutic process and achievement of treatment goals.
175	Knowledge of methods and techniques for facilitating treatment groups.
176	Knowledge of methods and techniques for performing behavioral assessments.
177	Knowledge of signs and symptoms of escalating behavior.
178	Knowledge of behavior management principles and techniques.
179	Knowledge of techniques and strategies for teaching self-management skills pertaining to maladaptive behaviors.
180	Knowledge of techniques for managing maladaptive behavior.
181	Knowledge of behavioral and physiological indicators of psychiatric crises.
182	Knowledge of environmental factors that contribute to psychiatric crises.
183	Knowledge of methods for identifying precipitating events to psychiatric crisis.
184	Knowledge of techniques and procedures for managing assaultive behavior.
185	Knowledge of crisis intervention techniques and procedures.

Knowledge Number	Knowledge Description
186	Knowledge of effects of stat medications on behavior during a crisis.
187	Knowledge of behaviors requiring intensive observation and individual intervention.
188	Knowledge of techniques and procedures for reintegrating client into therapeutic environment after restraint, seclusion, or voluntary exclusion.
189	Knowledge of techniques and procedures for providing client care during restraint and/or seclusion.
190	Knowledge of techniques and procedures for safe initiation, application of, and removal from restraints or seclusion.
191	Knowledge of laws and regulations pertaining to use of restraint and seclusion.
192	Knowledge of effects of restraint and seclusion on physical and mental health status.
193	Knowledge of techniques and procedures for documenting and reporting crises and implemented crisis interventions.
194	Knowledge of methods for debriefing staff following crisis.
195	Knowledge of techniques and procedures for evaluating and documenting effectiveness of crisis interventions.

APPENDIX D | QUESTIONNAIRE INVITATION EMAIL

Psychiatric Technician Occupational Analysis Questionnaire

Dear Licensee,

You are invited to participate in the Psychiatric Technician (PT) occupational analysis survey, a project of the California Board of Vocational Nursing and Psychiatric Technicians. The purpose of the survey is to obtain current information about the job tasks performed by PTs in California and the knowledge required to perform those tasks. This information will be used to develop the PT licensing examination.

Your participation is essential to the success of this project. The survey is estimated to take 30 minutes to complete.

Your responses will be kept confidential and will not be tied to your personal information.

Please complete the entire survey by **August 26, 2019**.

If you have any questions regarding the survey, please send an email to [REDACTED] Education Analyst, at [REDACTED]@dca.ca.gov.

We welcome your feedback. Thank you for your participation!

[Begin Survey](#)

Please do not forward this email as its survey link is unique to you.
[Privacy](#) | [Unsubscribe](#)

Powered by  SurveyMonkey

Psychiatric Technician Occupational Analysis

Dear Licensed Psychiatric Technician,

Recently, we sent you an email inviting you to complete an online occupational analysis questionnaire regarding the psychiatric technician profession. If you have already completed and submitted the questionnaire online, please accept our thanks for your participation.

If you have not completed the questionnaire, please do so by August 26, 2019. Your participation in this study is critical as it will ensure that decisions regarding your profession are based on up-to-date and accurate information.

To complete the questionnaire, please click on "Begin Survey" link below. You can also access the questionnaire from the Board's website at www.bvnpt.ca.gov by clicking on the **Psychiatric Technician Job Analysis Survey** link in the "Notice Update" section.

If you have any questions about the information in this email, please contact _____, BVNPT Education Analyst, at _____@dca.ca.gov.

Thank you for your participation!

[Begin Survey](#)

Please do not forward this email as its survey link is unique to you.
[Privacy](#) | [Unsubscribe](#)

Powered by  SurveyMonkey

APPENDIX E | QUESTIONNAIRE

Psychiatric Technician Occupational Analysis Survey

1. Cover Letter

NOTE: The due date has been extended to September 4, 2019.

Dear Licensee,

Thank you for participating in this occupational study of the psychiatric technician (PT) profession in California, a project of the California Board of Vocational Nursing and Psychiatric Technicians (Board).

The purpose of the study is to identify the important tasks performed by PTs in their current work and the knowledge required to perform those tasks safely and effectively. Results of the study will be used to ensure that the examination required for licensure as a PT in California reflects current practice.

Your participation in the study is essential. The Board requires responses from many licensees to achieve representation from different geographic regions within the state and from different work settings. Your responses will be kept confidential and will not be tied to your license or any other personal information. Individual responses will be combined with the responses of other PTs, and only group data will be analyzed.

For your convenience, you do not have to complete the questionnaire in a single session. Before you exit, complete the page that you are on. You can resume where you stopped as long as you reopen the questionnaire from the same computer and use the same web browser. The web link is available 24 hours a day, 7 days a week.

To begin the survey, please click Next. Any question marked with an asterisk must be answered before you can progress through the questionnaire.

Please submit the completed questionnaire by **August 26, 2019**.

If you have any questions or need assistance, please contact [REDACTED], Education Analyst, at [REDACTED]@dca.ca.gov.

The Board welcomes your feedback and appreciates your time.



Elaine Yamaguchi
Executive Officer
Board of Vocational Nursing and Psychiatric Technicians

Psychiatric Technician Occupational Analysis Survey

2. Part I - Personal Data

Complete this questionnaire only if you are currently licensed and working as a PT in California.

The Board recognizes that every PT may not perform all of the tasks contained in this questionnaire. However, your participation is essential, and your contribution will help establish standards for safe and effective PT practice in California.

Psychiatric Technician Occupational Analysis Survey

3. Part I - Personal Data

The information you provide here is voluntary and confidential. It will be treated as personal information subject to the Information Practices Act (Civil Code section 1798 et seq.). It will be used only at the group-level and for the sole purpose of evaluating the task ratings from the second part of this questionnaire.

*** 1. Do you currently work as a licensed psychiatric technician in California?**

Yes

No

Psychiatric Technician Occupational Analysis Survey

4. Part I - Personal Data

2. How long have you been working as a licensed psychiatric technician in California?

- 0 to 6 months
- 7 to 12 months
- 1 to 5 years
- 6 to 10 years
- 11 to 20 years
- More than 20 years

3. How many hours per week do you work as a licensed psychiatric technician in California?

- 9 hours or fewer
- 10 to 19 hours
- 20 to 29 hours
- 30 to 39 hours
- 40 to 49 hours
- 50 or more hours

4. What shift do you work on a typical workday?

- Day shift
- Evening shift
- Night shift
- Variable shift
- Other (please specify)

5. What is the length of your shift on a typical workday?

- 8 hours
- 10 hours
- 12 hours
- Other (please specify)

6. Which of the following best describes the type of employer you currently work for?

- Federal government
- State government
- City/county government
- Private for-profit
- Private not-for-profit

7. Which choice below better describes the location of your primary work setting?

- Urban (50,000 people or more)
- Rural (fewer than 50,000 people)

8. What is the highest level of education you have achieved?

- High school graduate or equivalent
- Psychiatric technician program graduate
- Associate degree
- Bachelor's degree
- Master's degree
- Doctorate
- Other (please specify)

9. How many individuals (staff) do you currently supervise?

- None (I do not supervise staff)
- 1 to 5 individuals
- 6 to 10 individuals
- 11 to 15 individuals
- 16 or more individuals

10. How would you describe your primary work setting?

- Substance abuse treatment
- Emergency room in acute hospital
- Emergency psychiatric or crisis unit
- Acute psychiatric
- Outpatient psychiatric
- Long-term for clients with developmental disabilities
- Long-term psychiatric
- Long-term medical/surgical
- Residential care
- Vocational training
- Correctional/detention
- Educational/school
- Other (please specify)

11. For how many clients do you provide direct care each day?

- 0 to 5 clients
- 6 to 10 clients
- 11 to 20 clients
- 21 to 50 clients
- 51 or more clients

12. In your primary work setting, which of the following best describes the age of the clients to whom you typically provide care? Select all that apply.

- Newborns (less than 1 month)
- Infants/children (1 month-12 years)
- Adolescents (ages 13-18)
- Young adults (ages 19-30)
- Adults (ages 31-64)
- Older adults (ages 65 or older)

13. Which of the following diagnoses best describes the clients you spend most of your time working with?

- Developmental disability
- Mental illness
- Substance abuse
- Dual diagnosis: mental illness and developmental disability
- Dual diagnosis: mental illness and substance abuse
- Other (please specify)

14. What other California state-issued occupational licenses or certifications do you hold? Select all that apply.

- Certified Nursing Assistant
- Licensed Vocational Nurse
- Registered Nurse
- Psychologist
- Alcohol and Drug Counselor
- Advanced Practice Nurse
- None
- Other (please specify)

15. 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 | |

Psychiatric Technician Occupational Analysis Survey

5. Part II - Task Ratings

INSTRUCTIONS FOR RATING TASK STATEMENTS

The following pages contain 150 task statements.

Please rate each task as it relates to effective performance of your **current work** as a licensed PT using the **Frequency** and **Importance** scales displayed below.

FREQUENCY RATING SCALE

HOW FREQUENTLY do you perform this task in your current work?

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

IMPORTANCE RATING SCALE

HOW IMPORTANT is this task for effective performance in your current work?

- 0 - DOES NOT APPLY.** This task is not required for effective performance of my current work.
- 1 - NOT IMPORTANT.** This task is not important for effective performance of my current work.
- 2 - SOMEWHAT IMPORTANT.** This task is somewhat important for effective performance of my current work.
- 3 - IMPORTANT.** This task is important for effective performance of my current work.
- 4 - VERY IMPORTANT.** This task is very important for effective performance of my current work.
- 5 - CRITICALLY IMPORTANT.** This task is extremely important for effective performance of my current work.

Psychiatric Technician Occupational Analysis Survey

6. Part II - Task Ratings

As you rate the tasks on the following pages, your **Frequency** and **Importance** ratings should be separate and independent ratings. Therefore, the ratings that you assign using one rating scale should not influence the ratings that you assign using the other rating scale.

If the task is **NOT** part of your current work, rate the task "0" (zero) **Frequency** and "0" (zero) **Importance**.

The boxes for rating the **Frequency** and **Importance** of each task have drop-down lists. Click on the "down" arrow in each box to see the ratings, and then select a value based on your current work. If you are using a computer to complete the survey, you can also use the tab key to move from one drop-down list to the next and the numerical keys from 0 to 5 to select the rating in the drop-down list.

Psychiatric Technician Occupational Analysis Questionnaire

7. Part II - Task Ratings

16. 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 work (Importance).

BASIC NURSING ASSESSMENT

	Frequency	Importance
T1. Perform baseline assessment of client physical status (e.g., subjective and objective data).	<input type="text"/>	<input type="text"/>
T2. Identify client's chief physical complaint.	<input type="text"/>	<input type="text"/>
T3. Collect information regarding client medical history.	<input type="text"/>	<input type="text"/>
T4. Prepare client for ordered diagnostic tests.	<input type="text"/>	<input type="text"/>
T5. Collect specimens for ordered diagnostic procedures.	<input type="text"/>	<input type="text"/>
T6. Recognize and report abnormal laboratory test results.	<input type="text"/>	<input type="text"/>
T7. Perform basic assessment of muscle strength.	<input type="text"/>	<input type="text"/>
T8. Perform basic assessment of mobility status.	<input type="text"/>	<input type="text"/>
T9. Perform basic assessment of skin integrity.	<input type="text"/>	<input type="text"/>
T10. Perform basic assessment of joint mobility.	<input type="text"/>	<input type="text"/>
T11. Perform basic assessment of body alignment.	<input type="text"/>	<input type="text"/>
T12. Perform basic assessment of dietary intake and nutritional status.	<input type="text"/>	<input type="text"/>
T13. Identify dietary preferences.	<input type="text"/>	<input type="text"/>
T14. Perform basic assessment of gastrointestinal functioning.	<input type="text"/>	<input type="text"/>
T15. Perform basic assessment of genitourinary functioning.	<input type="text"/>	<input type="text"/>
T16. Perform basic assessment of reproductive functioning.	<input type="text"/>	<input type="text"/>
T17. Identify signs and symptoms that indicate difficulty with chewing and swallowing.	<input type="text"/>	<input type="text"/>
T18. Perform basic assessment of respiratory functioning.	<input type="text"/>	<input type="text"/>
T19. Perform basic assessment of neurological functioning.	<input type="text"/>	<input type="text"/>
T20. Perform basic assessment of endocrinological functioning.	<input type="text"/>	<input type="text"/>
T21. Perform basic assessment of cardiovascular functioning.	<input type="text"/>	<input type="text"/>
T22. Recognize, assess, and report signs and symptoms of medical emergencies.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

8. Part II - Task Ratings

17. 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 work (Importance).

BASIC NURSING INTERVENTIONS

	Frequency	Importance
T23. Implement measures to prevent the spread of parasitic infestations.	<input type="text"/>	<input type="text"/>
T24. Implement standard procedures to prevent disease transmission and minimize risk of infection.	<input type="text"/>	<input type="text"/>
T25. Handle and dispose of medical waste.	<input type="text"/>	<input type="text"/>
T26. Educate clients and staff regarding infection control guidelines.	<input type="text"/>	<input type="text"/>
T27. Assist client who has impaired mobility with translocation.	<input type="text"/>	<input type="text"/>
T28. Assist client with application and use of mobility aids.	<input type="text"/>	<input type="text"/>
T29. Perform nursing interventions to prevent skin breakdown.	<input type="text"/>	<input type="text"/>
T30. Perform nursing interventions and ordered treatments to aid in skin healing.	<input type="text"/>	<input type="text"/>
T31. Perform nursing interventions and ordered treatments to maintain optimal joint mobility, muscle strength, and body alignment.	<input type="text"/>	<input type="text"/>
T32. Perform nursing interventions and ordered treatments for musculoskeletal injuries.	<input type="text"/>	<input type="text"/>
T33. Monitor client diet for adherence to treatment plan.	<input type="text"/>	<input type="text"/>
T34. Monitor client dietary intake.	<input type="text"/>	<input type="text"/>
T35. Administer ordered tube feedings.	<input type="text"/>	<input type="text"/>
T36. Assist client with feeding.	<input type="text"/>	<input type="text"/>
T37. Perform nursing interventions and ordered treatments for gastrointestinal functioning.	<input type="text"/>	<input type="text"/>
T38. Perform nursing interventions and ordered treatments for genitourinary functioning.	<input type="text"/>	<input type="text"/>
T39. Perform nursing interventions and ordered treatments for reproductive functioning.	<input type="text"/>	<input type="text"/>

	Frequency	Importance
T40. Replace, maintain integrity of, and remove gastrostomy tubes.	<input type="text"/>	<input type="text"/>
T41. Insert, maintain integrity of, and remove nasogastric tubes.	<input type="text"/>	<input type="text"/>
T42. Insert, maintain integrity of, and remove urinary catheters.	<input type="text"/>	<input type="text"/>
T43. Perform nursing interventions and ordered treatments for respiratory functioning.	<input type="text"/>	<input type="text"/>
T44. Perform nursing interventions and ordered treatments for neurological functioning.	<input type="text"/>	<input type="text"/>
T45. Perform nursing interventions and prescribed treatments for endocrinological functioning.	<input type="text"/>	<input type="text"/>
T46. Perform nursing interventions and prescribed treatments for cardiovascular functioning.	<input type="text"/>	<input type="text"/>
T47. Perform noninvasive emergency care procedures.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

9. Part II - Task Ratings

18. 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 work (Importance).

	Frequency	Importance
T48. Report collected client data to treatment team.	<input type="text"/>	<input type="text"/>
T49. Participate in development of treatment plan.	<input type="text"/>	<input type="text"/>
T50. Perform client education.	<input type="text"/>	<input type="text"/>
T51. Evaluate treatment plan outcomes, and report to treatment team.	<input type="text"/>	<input type="text"/>
T52. Assess client progress relative to treatment goals.	<input type="text"/>	<input type="text"/>
T53. Assist clients with integration into community and use of resources to provide ongoing support to client following termination of treatment.	<input type="text"/>	<input type="text"/>
T54. Assist clients to achieve closure of technician-client relationship prior to transfer or discharge.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

10. Part II - Task Ratings

19. 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 work (Importance).

SAFE AND EFFECTIVE CARE ENVIRONMENT

	Frequency	Importance
T55. Plan unit activities based on client needs, abilities, and interests.	<input type="text"/>	<input type="text"/>
T56. Schedule staff and assign tasks based on client needs and staff capabilities.	<input type="text"/>	<input type="text"/>
T57. Instruct staff on assigned tasks and evaluate staff ability to perform those tasks.	<input type="text"/>	<input type="text"/>
T58. Provide feedback about staff performance to management.	<input type="text"/>	<input type="text"/>
T59. Provide performance feedback to staff.	<input type="text"/>	<input type="text"/>
T60. Identify conflict between staff.	<input type="text"/>	<input type="text"/>
T61. Implement measures to resolve conflicts among staff.	<input type="text"/>	<input type="text"/>
T62. Report client status, physician orders, significant diagnostic data, changes in physical/cognitive functioning, and other significant events to oncoming staff to maintain continuity of care.	<input type="text"/>	<input type="text"/>
T63. Assess physical environment for presence of weapons or other contraband.	<input type="text"/>	<input type="text"/>
T64. Secure potential weapons or other contraband.	<input type="text"/>	<input type="text"/>
T65. Assess physical environment to identify hazardous conditions.	<input type="text"/>	<input type="text"/>
T66. Contain or remove from environment potentially harmful materials or substances.	<input type="text"/>	<input type="text"/>
T67. Perform unit/residence rounds.	<input type="text"/>	<input type="text"/>
T68. Perform emergency or disaster procedures according to facility plan.	<input type="text"/>	<input type="text"/>
T69. Assess client ability to maintain a safe living environment.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

11. Part II - Task Ratings

20. 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 work (Importance).

LEGAL AND PROFESSIONAL RESPONSIBILITIES

	Frequency	Importance
T70. Educate clients and staff about client rights and responsibilities (including denial of rights).	<input type="text"/>	<input type="text"/>
T71. Obtain informed consent for treatment in accordance with legal and ethical guidelines.	<input type="text"/>	<input type="text"/>
T72. Educate clients regarding limitations of confidentiality.	<input type="text"/>	<input type="text"/>
T73. Notify targeted individuals or authorities of client intent to cause harm to self, others, or property (i.e., duty to protect).	<input type="text"/>	<input type="text"/>
T74. Maintain confidentiality and privacy of client information.	<input type="text"/>	<input type="text"/>
T75. Advise clients regarding current commitment status.	<input type="text"/>	<input type="text"/>
T76. Educate clients regarding legal requirements pertaining to commitment status.	<input type="text"/>	<input type="text"/>
T77. Identify and report cases of abuse and neglect.	<input type="text"/>	<input type="text"/>
T78. Identify and report cases of communicable disease.	<input type="text"/>	<input type="text"/>
T79. Identify and report incompetence, unprofessional conduct, or other violations of client safety by health care personnel.	<input type="text"/>	<input type="text"/>
T80. Recognize situations and behaviors that may impair ability to practice safely and competently.	<input type="text"/>	<input type="text"/>
T81. Comply with psychiatric technician scope of practice.	<input type="text"/>	<input type="text"/>
T82. Notify supervisor of inability to perform an assigned task.	<input type="text"/>	<input type="text"/>
T83. Recognize potential conflict of interest situations and evaluate them for impact on clients or therapeutic process.	<input type="text"/>	<input type="text"/>
T84. Establish and maintain professional boundaries.	<input type="text"/>	<input type="text"/>
T85. Safeguard client rights to privacy and dignity.	<input type="text"/>	<input type="text"/>
T86. Advocate for client rights and needs.	<input type="text"/>	<input type="text"/>
T87. Document assessment, interventions, and client response to care in accordance with legal and professional standards.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

12. Part II - Task Ratings

21. 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 work (Importance).

MEDICATIONS

	Frequency	Importance
T88. Identify client need for PRN medications and treatments.	<input type="text"/>	<input type="text"/>
T89. Identify client allergies and other contraindications before administering medications.	<input type="text"/>	<input type="text"/>
T90. Assess client response to medications and treatments following administration.	<input type="text"/>	<input type="text"/>
T91. Verify that client medication and treatment administration records correspond to physician orders.	<input type="text"/>	<input type="text"/>
T92. Verify that medication orders are accurate and current before administering medications or treatments to clients.	<input type="text"/>	<input type="text"/>
T93. Calculate individual medication doses for clients based on physician order.	<input type="text"/>	<input type="text"/>
T94. Prepare and administer medications and treatments.	<input type="text"/>	<input type="text"/>
T95. Educate clients about purpose and side effects of prescribed medications and treatments.	<input type="text"/>	<input type="text"/>
T96. Educate clients on procedures for self-medication and medication management according to client level of functioning and physician orders.	<input type="text"/>	<input type="text"/>
T97. Maintain security of medications and medication supplies.	<input type="text"/>	<input type="text"/>
T98. Store medications in accordance with legal requirements and manufacturer guidelines.	<input type="text"/>	<input type="text"/>
T99. Dispose of medications in accordance with legal requirements and manufacturer guidelines.	<input type="text"/>	<input type="text"/>
T100. Evaluate unit needs for pharmaceutical supplies and medications to ensure adequate inventory availability.	<input type="text"/>	<input type="text"/>
T101. Transcribe physician verbal, written, or telephone orders in client medication records.	<input type="text"/>	<input type="text"/>
T102. Report and document medication and treatment errors.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

13. Part II - Task Ratings

22. 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 work (Importance).

PSYCHOSOCIAL ASSESSMENT AND THERAPEUTIC INTERVENTIONS

	Frequency	Importance
T103. Perform baseline assessment of client psychosocial status.	<input type="text"/>	<input type="text"/>
T104. Identify barriers to communication and treatment.	<input type="text"/>	<input type="text"/>
T105. Assess client pattern of verbal and nonverbal communication.	<input type="text"/>	<input type="text"/>
T106. Identify stressors affecting client well-being and daily functioning.	<input type="text"/>	<input type="text"/>
T107. Assess client ability to perform self-care to identify self-care needs.	<input type="text"/>	<input type="text"/>
T108. Assess social, interpersonal, and communication skills.	<input type="text"/>	<input type="text"/>
T109. Identify presenting signs and symptoms indicating mental and emotional disorders.	<input type="text"/>	<input type="text"/>
T110. Identify indicators of substance use, addiction, and related disorders.	<input type="text"/>	<input type="text"/>
T111. Obtain psychiatric and substance use history.	<input type="text"/>	<input type="text"/>
T112. Identify level of cognitive functioning.	<input type="text"/>	<input type="text"/>
T113. Assess individual and group leisure skills and activity level.	<input type="text"/>	<input type="text"/>
T114. Assess vocational and functional academic skills.	<input type="text"/>	<input type="text"/>
T115. Assess independent living skills.	<input type="text"/>	<input type="text"/>
T116. Provide orientation to newly admitted clients to facilitate integration into therapeutic environment.	<input type="text"/>	<input type="text"/>
T117. Maintain therapeutic environment.	<input type="text"/>	<input type="text"/>
T118. Promote client self-advocacy.	<input type="text"/>	<input type="text"/>
T119. Educate clients in strategies to prevent decompensation.	<input type="text"/>	<input type="text"/>
T120. Educate clients in use of coping skills to facilitate adaptive responses.	<input type="text"/>	<input type="text"/>

	Frequency	Importance
T121. Educate clients regarding strategies for identifying and managing emotional triggers.	<input type="text"/>	<input type="text"/>
T122. Educate and assist clients with strategies for developing and utilizing a support network.	<input type="text"/>	<input type="text"/>
T123. Provide client education and training to support client efforts to maintain sobriety.	<input type="text"/>	<input type="text"/>
T124. Provide court-mandated competency training to establish client competency to stand trial.	<input type="text"/>	<input type="text"/>
T125. Assist clients in performance of self-care activities.	<input type="text"/>	<input type="text"/>
T126. Provide training in self-care skills.	<input type="text"/>	<input type="text"/>
T127. Provide training in social, interpersonal, and communication skills.	<input type="text"/>	<input type="text"/>
T128. Provide training in individual and group leisure skills and activities.	<input type="text"/>	<input type="text"/>
T129. Facilitate group activities.	<input type="text"/>	<input type="text"/>
T130. Provide training in vocational and functional academic skills.	<input type="text"/>	<input type="text"/>
T131. Assist clients in obtaining vocational placement.	<input type="text"/>	<input type="text"/>
T132. Provide training in independent living skills.	<input type="text"/>	<input type="text"/>
T133. Provide group-based therapeutic interventions.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

14. Part II - Task Ratings

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 work (Importance).

BEHAVIOR MANAGEMENT

	Frequency	Importance
T134. Identify strengths and weaknesses related to cognitive, behavioral, and emotional functioning.	<input type="text"/>	<input type="text"/>
T135. Identify maladaptive client behaviors.	<input type="text"/>	<input type="text"/>
T136. Identify factors contributing to maladaptive client behaviors.	<input type="text"/>	<input type="text"/>
T137. Perform interventions to manage maladaptive client behavior.	<input type="text"/>	<input type="text"/>
T138. Provide training in self-management strategies for increasing adaptive behavior.	<input type="text"/>	<input type="text"/>
T139. Recognize behavioral and physiological indications of crisis.	<input type="text"/>	<input type="text"/>
T140. Assess client risk for harming self or others.	<input type="text"/>	<input type="text"/>
T141. Determine stage of crisis based on safety risk and presenting behaviors.	<input type="text"/>	<input type="text"/>
T142. Implement crisis intervention strategies according to stage of crisis.	<input type="text"/>	<input type="text"/>
T143. Identify risk factors associated with application of restraints.	<input type="text"/>	<input type="text"/>
T144. Initiate client restraint or seclusion.	<input type="text"/>	<input type="text"/>
T145. Monitor client response to restraints.	<input type="text"/>	<input type="text"/>
T146. Provide for basic physiological and self-care needs of client during restraint.	<input type="text"/>	<input type="text"/>
T147. Assess client readiness for removal from restraints, seclusion, or voluntary exclusion.	<input type="text"/>	<input type="text"/>
T148. Debrief staff and clients following crisis resolution to reintegrate client into therapeutic environment.	<input type="text"/>	<input type="text"/>
T149. Report and document crisis incident and implemented crisis interventions.	<input type="text"/>	<input type="text"/>
T150. Evaluate and document effectiveness of crisis intervention, and report to treatment team.	<input type="text"/>	<input type="text"/>

Psychiatric Technician Occupational Analysis Questionnaire

15. Thank you!

Thank you for taking the time to complete this questionnaire. The Board of Vocational Nursing and Psychiatric Technicians values your contribution.

APPENDIX F | TASK AND KNOWLEDGE LINKAGE TABLE

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0101 ASSESSMENT			
T001	Perform baseline assessment of client physical status (e.g., subjective and objective data).	K001	Knowledge of interview techniques for gathering data regarding physical status and medical history.
		K002	Knowledge of techniques and procedures for performing physical assessments.
		K003	Knowledge of signs and symptoms indicating potential abuse or neglect.
		K004	Knowledge of normal range of vital signs across the lifespan.
		K005	Knowledge of nursing care needs of different age groups.
		K009	Knowledge of basic anatomy and physiology.
		K010	Knowledge of effects of environment and lifestyle on physiological functioning.
		K011	Knowledge of effects of common psychological conditions on physiological functioning.
		K012	Knowledge of effects of common medical conditions on physiological functioning.
T002	Identify client's chief physical complaint.	K001	Knowledge of interview techniques for gathering data regarding physical status and medical history.
		K002	Knowledge of techniques and procedures for performing physical assessments.
T003	Collect information regarding client medical history.	K001	Knowledge of interview techniques for gathering data regarding physical status and medical history.
		K002	Knowledge of techniques and procedures for performing physical assessments.
		K004	Knowledge of normal range of vital signs across the lifespan.
		K005	Knowledge of nursing care needs of different age groups.
T004	Prepare client for ordered diagnostic tests.	K006	Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
		K007	Knowledge of techniques and procedures for preparing clients for diagnostic testing.
		K008	Knowledge of techniques and procedures for collecting specimens.

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0101 ASSESSMENT (CONTINUED)			
T005	Collect specimens for ordered diagnostic procedures.	K006	Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
		K007	Knowledge of techniques and procedures for preparing clients for diagnostic testing.
		K008	Knowledge of techniques and procedures for collecting specimens.
T006	Recognize and report abnormal laboratory test results.	K006	Knowledge of common diagnostic tests and their purposes, procedures, requirements, and normal range of values.
T007	Perform basic assessment of muscle strength.	K013	Knowledge of techniques and procedures for performing basic assessment of muscle strength and mobility status.
T008	Perform basic assessment of mobility status.	K013	Knowledge of techniques and procedures for performing basic assessment of muscle strength and mobility status.
		K016	Knowledge of techniques and procedures for performing basic assessment of joint mobility and body alignment.
		K017	Knowledge of effects of body misalignment and joint mobility on health status.
T009	Perform basic assessment of skin integrity.	K014	Knowledge of techniques and procedures for performing basic assessment of skin integrity.
		K015	Knowledge of normal skin integrity and common skin abnormalities.
T010	Perform basic assessment of joint mobility.	K013	Knowledge of techniques and procedures for performing basic assessment of muscle strength and mobility status.
		K016	Knowledge of techniques and procedures for performing basic assessment of joint mobility and body alignment.
		K017	Knowledge of effects of body misalignment and joint mobility on health status.
T011	Perform basic assessment of body alignment.	K016	Knowledge of techniques and procedures for performing basic assessment of joint mobility and body alignment.
		K017	Knowledge of effects of body misalignment and joint mobility on health status.

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0101 ASSESSMENT (CONTINUED)			
T012	Perform basic assessment of dietary intake and nutritional status.	K019	Knowledge of techniques and procedures for collecting data related to nutritional intake and dietary preferences.
		K020	Knowledge of effects of nutrition, diet, and hydration on health status.
		K022	Knowledge of basic principles of nutrition and hydration.
		K023	Knowledge of signs and symptoms indicating an allergic or other adverse reaction to foods or dietary supplements.
		K025	Knowledge of effects of diet and nutrition on behavior and mental, emotional, and physical status.
		K026	Knowledge of effects of physiological and psychosocial conditions on diet and nutrition.
T013	Identify dietary preferences.	K019	Knowledge of techniques and procedures for collecting data related to nutritional intake and dietary preferences.
		K024	Knowledge of cultural and personal factors affecting dietary preferences and nutrition.
T014	Perform basic assessment of gastrointestinal functioning.	K027	Knowledge of techniques and procedures for performing basic assessment of gastrointestinal, genitourinary, and reproductive functioning.
T015	Perform basic assessment of genitourinary functioning.	K028	Knowledge of signs and symptoms indicating genitourinary, gastrointestinal, and reproductive disease and dysfunction.
T016	Perform basic assessment of reproductive functioning.		

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0101 ASSESSMENT (CONTINUED)			
T017	Identify signs and symptoms that indicate difficulty with chewing and swallowing.	K027	Knowledge of techniques and procedures for performing basic assessment of gastrointestinal, genitourinary, and reproductive functioning.
		K028	Knowledge of signs and symptoms indicating genitourinary, gastrointestinal, and reproductive disease and dysfunction.
T018	Perform basic assessment of respiratory functioning.	K029	Knowledge of techniques and procedures for performing basic assessment of respiratory functioning.
		K030	Knowledge of signs and symptoms indicating respiratory distress.
		K031	Knowledge of signs and symptoms associated with respiratory system disease and dysfunction.
T019	Perform basic assessment of neurological functioning.	K032	Knowledge of techniques and procedures for performing basic assessment of neurological functioning.
		K033	Knowledge of signs and symptoms associated with neurological dysfunction and disease.
		K034	Knowledge of classifications of seizure activity.
T020	Perform basic assessment of endocrinological functioning.	K035	Knowledge of techniques and procedures for performing basic assessment of endocrinological functioning.
		K036	Knowledge of signs and symptoms associated with endocrine system dysfunction and disease.
T021	Perform basic assessment of cardiovascular functioning.	K037	Knowledge of techniques and procedures for performing basic assessment of cardiovascular functioning.
		K038	Knowledge of signs and symptoms associated with abnormal cardiovascular functioning.
		K039	Knowledge of signs and symptoms indicating cardiovascular distress.
T022	Recognize, assess, and report signs and symptoms of medical emergencies.	K040	Knowledge of signs and symptoms indicating a medical emergency.

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0102 INTERVENTIONS			
T023	Implement measures to prevent the spread of parasitic infestations.	K041	Knowledge of techniques and procedures for disposal of soiled and contaminated materials.
T024	Implement standard procedures to prevent disease transmission and minimize risk of infection.	K042	Knowledge of infection control principles, techniques, and procedures.
		K043	Knowledge of asepsis and sterile techniques.
T025	Handle and dispose of medical waste.		
T026	Educate clients and staff regarding infection control guidelines.		
T027	Assist client who has impaired mobility with translocation.	K018	Knowledge of common types of assistive devices to aid functional movement.
		K044	Knowledge of techniques, procedures, and devices for assisting client mobility.
		K045	Knowledge of techniques and procedures for turning, transferring, positioning, and transporting clients with impaired mobility.
		K050	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
		K052	Knowledge of body mechanics for turning, transferring, positioning, and transporting clients with impaired mobility.
T028	Assist client with application and use of mobility aids.	K018	Knowledge of common types of assistive devices to aid functional movement.
		K044	Knowledge of techniques, procedures, and devices for assisting client mobility.
		K045	Knowledge of techniques and procedures for turning, transferring, positioning, and transporting clients with impaired mobility.
T029	Perform nursing interventions to prevent skin breakdown.	K046	Knowledge of techniques and procedures to promote skin integrity.
		K048	Knowledge of application of and nursing interventions related to dressings, bandages, wraps, binders, splints, and compresses.
		K049	Knowledge of nursing care related to casts.

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0102 INTERVENTIONS (CONTINUED)			
T030	Perform nursing interventions and ordered treatments to aid in skin healing.	K046	Knowledge of techniques and procedures to promote skin integrity.
		K047	Knowledge of factors affecting the wound healing process.
		K048	Knowledge of application of and nursing interventions related to dressings, bandages, wraps, binders, splints, and compresses.
		K049	Knowledge of nursing care related to casts.
T031	Perform nursing interventions and ordered treatments to maintain optimal joint mobility, muscle strength, and body alignment.	K050	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
		K051	Knowledge of purpose of and techniques for performing range of motion exercises.
		K052	Knowledge of body mechanics for turning, transferring, positioning, and transporting clients with impaired mobility.
T032	Perform nursing interventions and ordered treatments for musculoskeletal injuries.	K048	Knowledge of application of and nursing interventions related to dressings, bandages, wraps, binders, splints, and compresses.
		K049	Knowledge of nursing care related to casts.
		K050	Knowledge of basic nursing interventions for postural supports, adaptive devices, and positioning aids.
		K051	Knowledge of purpose of and techniques for performing range of motion exercises.
T033	Monitor client diet for adherence to treatment plan.	K054	Knowledge of procedures for monitoring client dietary intake and adherence to treatment plan.
T034	Monitor client dietary intake.		
T035	Administer ordered tube feedings.	K021	Knowledge of special dietary needs associated with common medical conditions.
		K053	Knowledge of techniques and procedures for feeding clients with medical needs.
		K054	Knowledge of procedures for monitoring client dietary intake and adherence to treatment plan.
T036	Assist client with feeding.	K053	Knowledge of techniques and procedures for feeding clients with medical needs.

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0102 INTERVENTIONS (CONTINUED)			
T037	Perform nursing interventions and ordered treatments for gastrointestinal functioning.	K055	Knowledge of techniques and procedures for performing gastrointestinal, genitourinary, and reproductive nursing interventions and ordered treatments.
T038	Perform nursing interventions and ordered treatments for genitourinary functioning.		
T039	Perform nursing interventions and ordered treatments for reproductive functioning.		
T040	Replace, maintain integrity of, and remove gastrostomy tubes.		
T041	Insert, maintain integrity of, and remove nasogastric tubes.		
T042	Insert, maintain integrity of, and remove urinary catheters.		
T043	Perform nursing interventions and ordered treatments for respiratory functioning.	K056	Knowledge of techniques and procedures for performing nursing interventions and ordered treatments to support respiratory functioning.
T044	Perform nursing interventions and ordered treatments for neurological functioning.	K057	Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support neurological functioning and safety.
T045	Perform nursing interventions and prescribed treatments for endocrinological functioning.	K058	Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support endocrinological functioning.
T046	Perform nursing interventions and prescribed treatments for cardiovascular functioning.	K059	Knowledge of techniques and procedures for performing nursing interventions and prescribed treatments to support cardiovascular functioning.

T#	Task Statement	K#	Knowledge Statement
01 BASIC NURSING CARE			
0102 INTERVENTIONS (CONTINUED)			
T047	Perform noninvasive emergency care procedures.	K060	Knowledge of emergency nursing interventions and procedures.

T#	Task Statement	K#	Knowledge Statement
02 PARTICIPATION IN TREATMENT PLAN DEVELOPMENT AND EVALUATION			
0201 TREATMENT PLAN DEVELOPMENT			
T048	Report collected client data to treatment team.	K061	Knowledge of techniques for communicating assessment data to treatment team.
T049	Participate in development of treatment plan.	K062	Knowledge of process for developing treatment goals.
		K063	Knowledge of techniques and procedures for assisting in development of treatment plan.
		K156	Knowledge of methods for establishing baseline measure of targeted skills and behaviors.
		K157	Knowledge of methods and techniques for performing a task analysis.
T052	Assess client progress relative to treatment goals.	K062	Knowledge of process for developing treatment goals.
		K070	Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.
0202 TREATMENT PLAN EVALUATION			
T051	Evaluate treatment plan outcomes, and report to treatment team.	K065	Knowledge of methods and principles for evaluating and reporting results and effectiveness of assessments and interventions.
		K066	Knowledge of techniques for identifying client readiness for discharge.
		K070	Knowledge of techniques and procedures for recognizing progressive or regressive changes in client behavior.
0203 CLIENT EDUCATION			
T050	Perform client education.	K064	Knowledge of methods and interventions for educating clients.
0204 DISCHARGE PLANNING			
T053	Assist clients with integration into community and use of resources to provide ongoing support to client following termination of treatment.	K067	Knowledge of factors indicating client readiness for community placement.
		K068	Knowledge of common community resources for supporting post-discharge placement.
		K069	Knowledge of techniques and procedures for preparing client for discharge.

T#	Task Statement	K#	Knowledge Statement
02 PARTICIPATION IN TREATMENT PLAN DEVELOPMENT AND EVALUATION			
0204 DISCHARGE PLANNING (CONTINUED)			
T054	Assist clients to achieve closure of technician-client relationship prior to transfer or discharge.	K069	Knowledge of techniques and procedures for preparing client for discharge.
		K071	Knowledge of techniques for achieving closure in technician-client relationship.

T#	Task Statement	K#	Knowledge Statement
03 ADMINISTRATION OF CARE			
0301 SUPERVISION AND MANAGEMENT			
T055	Plan unit activities based on client needs, abilities, and interests.	K073	Knowledge of techniques and procedures for staff scheduling based on client needs.
		K074	Knowledge of techniques and procedures to plan unit activities.
T056	Schedule staff and assign tasks based on client needs and staff capabilities.	K072	Knowledge of techniques and procedures for monitoring client care needs.
		K073	Knowledge of techniques and procedures for staff scheduling based on client needs.
		K075	Knowledge of methods for evaluating staff ability when making assignments.
		K076	Knowledge of techniques and procedures for delegating tasks to staff based on staff scope of practice, training, and experience.
		K078	Knowledge of basic principles of leadership and supervision.
T057	Instruct staff on assigned tasks and evaluate staff ability to perform those tasks.	K072	Knowledge of techniques and procedures for monitoring client care needs.
		K075	Knowledge of methods for evaluating staff ability when making assignments.
		K076	Knowledge of techniques and procedures for delegating tasks to staff based on staff scope of practice, training, and experience.
		K077	Knowledge of principles and methods for managing and evaluating staff performance.
		K078	Knowledge of basic principles of leadership and supervision.

T#	Task Statement	K#	Knowledge Statement
03 ADMINISTRATION OF CARE			
0301 SUPERVISION AND MANAGEMENT (CONTINUED)			
T058	Provide feedback about staff performance to management.	K075	Knowledge of methods for evaluating staff ability when making assignments.
		K077	Knowledge of principles and methods for managing and evaluating staff performance.
		K078	Knowledge of basic principles of leadership and supervision.
T059	Provide performance feedback to staff.	K077	Knowledge of principles and methods for managing and evaluating staff performance.
		K078	Knowledge of basic principles of leadership and supervision.
T060	Identify conflict between staff.	K078	Knowledge of basic principles of leadership and supervision.
T061	Implement measures to resolve conflicts between staff.	K079	Knowledge of conflict resolution processes and techniques.
T062	Report client status, physician orders, significant diagnostic data, changes in physical/cognitive functioning, and other significant events to oncoming staff to maintain continuity of care.	K080	Knowledge of methods and procedures for reporting significant changes in client status and treatment to oncoming staff.
0302 SAFE LIVING ENVIRONMENT			
T063	Assess physical environment for presence of weapons or other contraband.	K081	Knowledge of techniques and procedures for discovery and correction of unsafe environmental conditions.
		K082	Knowledge of legal requirements pertaining to search and seizure of contraband.
		K083	Knowledge of techniques and procedures for discovery and removal of unsafe objects or materials from clients.
		K085	Knowledge of procedures for monitoring unit safety.

T#	Task Statement	K#	Knowledge Statement
03 ADMINISTRATION OF CARE			
0302 SAFE LIVING ENVIRONMENT (CONTINUED)			
T064	Secure potential weapons or other contraband.	K081	Knowledge of techniques and procedures for discovery and correction of unsafe environmental conditions.
		K082	Knowledge of legal requirements pertaining to search and seizure of contraband.
		K083	Knowledge of techniques and procedures for discovery and removal of unsafe objects or materials from clients.
		K085	Knowledge of procedures for monitoring unit safety.
T065	Assess physical environment to identify hazardous conditions.	K084	Knowledge of techniques and procedures for maintaining client and staff safety during emergencies.
		K085	Knowledge of procedures for monitoring unit safety.
T066	Contain or remove from environment potentially harmful materials or substances.	K083	Knowledge of techniques and procedures for discovery and removal of unsafe objects or materials from clients.
		K084	Knowledge of techniques and procedures for maintaining client and staff safety during emergencies.
		K085	Knowledge of procedures for monitoring unit safety.
T067	Perform unit/residence rounds.	K084	Knowledge of techniques and procedures for maintaining client and staff safety during emergencies.
		K085	Knowledge of procedures for monitoring unit safety.
		K086	Knowledge of procedures for verifying presence of unit population.
T068	Perform emergency or disaster procedures according to facility plan.	K084	Knowledge of techniques and procedures for maintaining client and staff safety during emergencies.
		K087	Knowledge of procedures for implementation of emergency response plans.
T069	Assess client ability to maintain a safe living environment.	K088	Knowledge of techniques and procedures for maintaining a clean and safe living environment.

T#	Task Statement	K#	Knowledge Statement
04 LEGAL AND PROFESSIONAL RESPONSIBILITIES			
T070	Educate clients and staff about client rights and responsibilities (including denial of rights).	K089	Knowledge of client rights and responsibilities.
		K090	Knowledge of legal requirements pertaining to denial of client rights.
		K091	Knowledge of client rights under conservatorship and guardianship.
		K092	Knowledge of legal requirements pertaining to criteria for conservatorship and guardianship.
T071	Obtain informed consent for treatment in accordance with legal and ethical guidelines.	K093	Knowledge of methods and procedures for obtaining informed consent.
		K094	Knowledge of legal requirements regarding informed consent.
T072	Educate clients regarding limitations of confidentiality.	K095	Knowledge of legal requirements pertaining to client confidentiality and privacy.
T073	Notify targeted individuals or authorities of client intent to cause harm to self, others, or property (i.e., duty to protect).	K096	Knowledge of legal requirements pertaining to duty to protect.
		K097	Knowledge of legal requirements pertaining to limitations of confidentiality.
T074	Maintain confidentiality and privacy of client information.	K098	Knowledge of procedures and legal requirements to secure consent to release client information.
		K099	Knowledge of methods and legal requirements to maintain confidentiality of client information and records.
T075	Advise clients regarding current commitment status.	K100	Knowledge of legal requirements pertaining to commitment of individuals with grave disability.
T076	Educate clients regarding legal requirements pertaining to commitment status.	K101	Knowledge of laws and regulations pertaining to commitment of incarcerated individuals.
		K102	Knowledge of laws and regulations pertaining to commitment of individuals who are adjudicated as mentally disordered offenders or sexually violent predators.
		K103	Knowledge of legal requirements pertaining to voluntary and involuntary commitment.
		K104	Knowledge of procedures for documenting client commitment, response to commitment, and understanding of their legal status.
		K105	Knowledge of legal requirements pertaining to individuals found incompetent to stand trial.

T#	Task Statement	K#	Knowledge Statement
04 LEGAL AND PROFESSIONAL RESPONSIBILITIES (CONTINUED)			
T077	Identify and report cases of abuse and neglect.	K106	Knowledge of laws and regulations pertaining to reporting of abuse and neglect.
		K107	Knowledge of regulations pertaining to reporting of incompetence and unprofessional conduct by health care professionals.
T078	Identify and report cases of communicable disease.	K108	Knowledge of laws and regulations pertaining to reporting of communicable diseases.
T079	Identify and report incompetence, unprofessional conduct, or other violations of client safety by health care personnel.	K107	Knowledge of regulations pertaining to reporting of incompetence and unprofessional conduct by health care professionals.
T080	Recognize situations and behaviors that may impair ability to practice safely and competently.	K109	Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
T081	Comply with psychiatric technician scope of practice.	K110	Knowledge of areas of practice requiring specialized training.
		K111	Knowledge of legal limitations pertaining to development of nursing care and treatment plans.
		K112	Knowledge of laws pertaining to unprofessional conduct as defined in California Business and Professions Code.
		K113	Knowledge of the impact of limitations of professional experience, education, and training on scope of competence.
T082	Notify supervisor of inability to perform an assigned task.	K109	Knowledge of laws and regulations that define the scope of practice of psychiatric technicians.
		K113	Knowledge of the impact of limitations of professional experience, education, and training on scope of competence.
T083	Recognize potential conflict of interest situations and evaluate them for impact on clients or therapeutic process.	K114	Knowledge of methods and techniques to establish and maintain professional boundaries.
		K115	Knowledge of ethical principles related to conflict of interest in performance of professional duties.
T084	Establish and maintain professional boundaries.		

T#	Task Statement	K#	Knowledge Statement
04 LEGAL AND PROFESSIONAL RESPONSIBILITIES (CONTINUED)			
T085	Safeguard client rights to privacy and dignity.	K116	Knowledge of strategies for advocating for client rights and needs.
T086	Advocate for client rights and needs.		
T087	Document and report assessment, interventions, and client response to care in accordance with legal and professional standards.	K117	Knowledge of procedures and legal requirements pertaining to documentation and reporting of assessments, interventions, and client response to care.

T#	Task Statement	K#	Knowledge Statement
05 MEDICATIONS			
0501 ASSESSMENT AND EVALUATION			
T088	Identify client need for PRN medications and treatments.	K118	Knowledge of signs and symptoms indicating need for PRN medications or treatments.
		K119	Knowledge of indications and contraindications of commonly prescribed medications, over-the-counter medications, and dietary supplements.
T089	Identify client allergies and other contraindications before administering medications.	K119	Knowledge of indications and contraindications of commonly prescribed medications, over-the-counter medications, and dietary supplements.
T090	Assess client response to medications and treatments following administration.	K120	Knowledge of signs and symptoms indicating adverse reactions to commonly prescribed drugs.
		K121	Knowledge of signs and symptoms indicating adverse reactions to common over-the-counter drugs and dietary supplements.
		K122	Knowledge of signs and symptoms of drug overdose.
		K129	Knowledge of commonly prescribed drugs and their actions, including indications, contraindications, dosages, precautions, and adverse reactions.
0502 ADMINISTRATION			
T091	Verify that client medication and treatment administration records correspond to physician orders.	K124	Knowledge of methods and procedures for prevention of medication administration errors.
T092	Verify that medication orders are accurate and current before administering medications or treatments to clients.	K125	Knowledge of procedures for clarifying physician orders.
T093	Calculate individual medication doses for clients based on physician order.	K126	Knowledge of techniques and procedures for calculating medication dosages.
		K127	Knowledge of techniques and procedures for safe preparation and administration of medications.

T#	Task Statement	K#	Knowledge Statement
05 MEDICATIONS			
0502 ADMINISTRATION (CONTINUED)			
T094	Prepare and administer medications and treatments.	K127	Knowledge of techniques and procedures for safe preparation and administration of medications.
		K129	Knowledge of commonly prescribed drugs and their actions, including indications, contraindications, dosages, precautions, and adverse reactions.
		K130	Knowledge of medication classifications.
		K131	Knowledge of effects of food or fluid intake on effectiveness of medication.
		K132	Knowledge of therapeutic ranges for common medications.
		K136	Knowledge of legal requirements regarding client refusal of medication.
T095	Educate clients about purpose and side effects of prescribed medications and treatments.	K128	Knowledge of techniques, programs, and activities for instructing clients in medication management and self-medication.
T096	Educate clients on procedures for self-medication and medication management according to client level of functioning and physician orders.	K129	Knowledge of commonly prescribed drugs and their actions, including indications, contraindications, dosages, precautions, and adverse reactions.
		K130	Knowledge of medication classifications.
		K131	Knowledge of effects of food or fluid intake on effectiveness of medication.
T097	Maintain security of medications and medication supplies.	K133	Knowledge of legal requirements pertaining to storage and administration of medications containing controlled substances.
T098	Store medications in accordance with legal requirements and manufacturer guidelines.	K134	Knowledge of legal and procedural requirements regarding storage and disposal of medications.
T099	Dispose of medications in accordance with legal requirements and manufacturer guidelines.	K134	Knowledge of legal and procedural requirements regarding storage and disposal of medications.
T100	Evaluate unit needs for pharmaceutical supplies and medications to ensure adequate inventory availability.	K135	Knowledge of methods for determining adequacy of on-hand pharmaceutical supplies.

T#	Task Statement	K#	Knowledge Statement
05 MEDICATIONS			
0503 MEDICATION DOCUMENTATION			
T101	Transcribe physician verbal, written, or telephone orders in client medication records.	K137	Knowledge of techniques and procedures for transcribing physician oral, written, and telephone orders for medication or treatments.
		K138	Knowledge of common abbreviations and medical terminology used in prescriptions, physician orders, and client record.
T102	Report and document medication and treatment errors.	K139	Knowledge of procedures for reporting and documenting medication and treatment errors.

T#	Task Statement	K#	Knowledge Statement
06 PSYCHOSOCIAL ASSESSMENT AND INTERVENTIONS			
0601 ASSESSMENT			
T103	Perform baseline assessment of client psychosocial status.	K140	Knowledge of methods and techniques for promoting client trust and open communication.
		K141	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
		K142	Knowledge of common barriers to communication.
		K143	Knowledge of effects of human diversity factors on psychosocial functioning.
		K145	Knowledge of techniques and approaches for obtaining client clinical data and history.
		K148	Knowledge of milestones of normal growth and development.
		K149	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
		K150	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
		K151	Knowledge of relationship between family dynamics and psychosocial functioning.
T104	Identify barriers to communication and treatment.	K142	Knowledge of common barriers to communication.
T105	Assess client pattern of verbal and nonverbal communication.	K141	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
T106	Identify stressors affecting client well-being and daily functioning.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
		K146	Knowledge of stressors that can influence well-being and daily functioning.
		K147	Knowledge of effects of stress on physical and mental health status.
		K151	Knowledge of relationship between family dynamics and psychosocial functioning.

T#	Task Statement	K#	Knowledge Statement
06 PSYCHOSOCIAL ASSESSMENT AND INTERVENTIONS			
0601 ASSESSMENT (CONTINUED)			
T107	Assess client ability to perform self-care to identify self-care needs.	K148	Knowledge of milestones of normal growth and development.
		K149	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
		K158	Knowledge of techniques and procedures for assessing functional abilities for performing self-care.
		K159	Knowledge of effects of mental, developmental, or physical impairments on ability to perform self-care.
		K160	Knowledge of effects of aging on ability to perform self-care.
T108	Assess social, interpersonal, and communication skills.	K161	Knowledge of effects of common health problems and diseases on ability to perform self-care.
		K141	Knowledge of techniques and procedures for assessing patterns of verbal and nonverbal communication.
		K142	Knowledge of common barriers to communication.
T109	Identify presenting signs and symptoms indicating mental and emotional disorders.	K145	Knowledge of techniques and approaches for obtaining client clinical data and history.
		K148	Knowledge of milestones of normal growth and development.
		K149	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
T110	Identify indicators of substance use, addiction, and related disorders.	K150	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
		K152	Knowledge of maladaptive coping mechanisms associated with mental disorders and developmental disabilities.
		K153	Knowledge of physical and behavioral indicators associated with substance use and addiction.
		K154	Knowledge of effects of substance use and addiction on psychosocial functioning.

T#	Task Statement	K#	Knowledge Statement
06 PSYCHOSOCIAL ASSESSMENT AND INTERVENTIONS			
0601 ASSESSMENT (CONTINUED)			
T111	Obtain psychiatric and substance use history.	K140	Knowledge of methods and techniques for promoting client trust and open communication.
		K145	Knowledge of techniques and approaches for obtaining client clinical data and history.
		K150	Knowledge of signs and symptoms of common mental disorders as specified in current edition of Diagnostic and Statistical Manual of Mental Disorders.
		K153	Knowledge of physical and behavioral indicators associated with substance use and addiction.
		K154	Knowledge of effects of substance use and addiction on psychosocial functioning.
T112	Identify level of cognitive functioning.	K148	Knowledge of milestones of normal growth and development.
		K149	Knowledge of effects of common developmental disabilities and mental disorders on growth, development, and psychosocial functioning.
T113	Assess individual and group leisure skills and activity level.	K155	Knowledge of methods and techniques for assessing client training needs related to social, leisure, vocational, and other independent living skills.
T114	Assess vocational and functional academic skills.		
T115	Assess independent living skills.		
0602 INTERVENTION AND EVALUATION			
T116	Provide orientation to newly admitted clients to facilitate integration into therapeutic environment.	K166	Knowledge of strategies for facilitating client integration into therapeutic environment.
T117	Maintain therapeutic environment.	K167	Knowledge of strategies for creating and maintaining a therapeutic environment.
T118	Promote client self-advocacy.	K168	Knowledge of strategies for teaching self-advocacy.

T#	Task Statement	K#	Knowledge Statement
06 PSYCHOSOCIAL ASSESSMENT AND INTERVENTIONS			
0602 INTERVENTION AND EVALUATION (CONTINUED)			
T119	Educate clients in strategies to prevent decompensation.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T120	Educate clients in use of coping skills to facilitate adaptive responses.	K169	Knowledge of strategies and interventions for promoting learning and use of adaptive coping and problem-solving skills.
T121	Educate clients regarding strategies for identifying and managing emotional triggers.	K172	Knowledge of training methods and interventions pertaining to common mental disorders.
T122	Educate and assist clients with strategies for developing and utilizing a support network.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
		K169	Knowledge of strategies and interventions for promoting learning and use of adaptive coping and problem-solving skills.
		K170	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
		K171	Knowledge of community resources to aid in maintaining sobriety.
		K172	Knowledge of training methods and interventions pertaining to common mental disorders.
T123	Provide client education and training to support client efforts to maintain sobriety.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
		K169	Knowledge of strategies and interventions for promoting learning and use of adaptive coping and problem-solving skills.
		K170	Knowledge of treatment modalities for substance use, addiction, and other related disorders.
		K171	Knowledge of community resources to aid in maintaining sobriety.
T124	Provide court-mandated competency training to establish client competency to stand trial.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
		K162	Knowledge of instructional methods, procedures, and goals pertaining to court-mandated competency training.

T#	Task Statement	K#	Knowledge Statement
06 PSYCHOSOCIAL ASSESSMENT AND INTERVENTIONS			
0602 INTERVENTION AND EVALUATION (CONTINUED)			
T125	Assist clients in performance of self-care activities.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T126	Provide training in self-care skills.	K163	Knowledge of training methods and interventions pertaining to common developmental disabilities.
		K165	Knowledge of methods and interventions for assisting clients with self-care.
		K172	Knowledge of training methods and interventions pertaining to common mental disorders.
T127	Provide training in social, interpersonal, and communication skills.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T128	Provide training in individual and group leisure skills and activities.	K163	Knowledge of training methods and interventions pertaining to common developmental disabilities.
T132	Provide training in independent living skills.	K172	Knowledge of training methods and interventions pertaining to common mental disorders.
T129	Facilitate group activities.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
T133	Provide group-based therapeutic interventions.	K173	Knowledge of effects of developmental disabilities and mental disorders on cognitive and interpersonal functioning in group settings.
		K174	Knowledge of effects of group dynamics on therapeutic process and achievement of treatment goals.
		K175	Knowledge of methods and techniques for facilitating treatment groups.

T#	Task Statement	K#	Knowledge Statement
06 PSYCHOSOCIAL ASSESSMENT AND INTERVENTIONS			
0602 INTERVENTION AND EVALUATION (CONTINUED)			
T130	Provide training in vocational and functional academic skills.	K144	Knowledge of effects of human diversity factors on treatment interventions and outcomes.
		K163	Knowledge of training methods and interventions pertaining to common developmental disabilities.
		K164	Knowledge of resources for job training and employment of clients with developmental disabilities and mental disorders.
		K172	Knowledge of training methods and interventions pertaining to common mental disorders.
T131	Assist clients in obtaining vocational placement.	K164	Knowledge of resources for job training and employment of clients with developmental disabilities and mental disorders.

T#	Task Statement	K#	Knowledge Statement
07 BEHAVIOR MANAGEMENT			
0701 ONGOING BEHAVIOR MANAGEMENT			
T134	Identify strengths and weaknesses related to cognitive, behavioral, and emotional functioning.	K176	Knowledge of methods and techniques for performing behavioral assessments.
T135	Identify maladaptive client behaviors.	K176	Knowledge of methods and techniques for performing behavioral assessments.
T136	Identify factors contributing to maladaptive client behaviors.	K177	Knowledge of signs and symptoms of escalating behavior.
T137	Perform interventions to manage maladaptive client behavior.	K178	Knowledge of behavior management principles and techniques.
		K179	Knowledge of techniques and strategies for teaching self-management skills pertaining to maladaptive behaviors.
		K180	Knowledge of techniques for managing maladaptive behavior.
T138	Provide training in self-management strategies for increasing adaptive behavior.	K178	Knowledge of behavior management principles and techniques.
		K179	Knowledge of techniques and strategies for teaching self-management skills pertaining to maladaptive behaviors.
		K180	Knowledge of techniques for managing maladaptive behavior.
0702 CRISIS MANAGEMENT			
T139	Recognize behavioral and physiological indications of crisis.	K181	Knowledge of behavioral and physiological indicators of psychiatric crises.
		K182	Knowledge of environmental factors that contribute to psychiatric crises.

T#	Task Statement	K#	Knowledge Statement
07 BEHAVIOR MANAGEMENT			
0702 CRISIS MANAGEMENT (CONTINUED)			
T140	Assess client risk for harming self or others.	K181	Knowledge of behavioral and physiological indicators of psychiatric crises.
		K183	Knowledge of methods for identifying precipitating events to psychiatric crisis.
		K187	Knowledge of behaviors requiring intensive observation and individual intervention.
T141	Determine stage of crisis based on safety risk and presenting behaviors.	K181	Knowledge of behavioral and physiological indicators of psychiatric crises.
T142	Implement crisis intervention strategies according to stage of crisis.	K184	Knowledge of techniques and procedures for managing assaultive behavior.
		K185	Knowledge of crisis intervention techniques and procedures.
		K186	Knowledge of effects of stat medications on behavior during a crisis.
		K187	Knowledge of behaviors requiring intensive observation and individual intervention.
T143	Identify risk factors associated with application of restraints.	K188	Knowledge of techniques and procedures for reintegrating client into therapeutic environment after restraint, seclusion, or voluntary exclusion.
		K189	Knowledge of techniques and procedures for providing client care during restraint and/or seclusion.
		K190	Knowledge of techniques and procedures for safe initiation, application of, and removal from restraints or seclusion.
		K191	Knowledge of laws and regulations pertaining to use of restraint and seclusion.
		K192	Knowledge of effects of restraint and seclusion on physical and mental health status.

T#	Task Statement	K#	Knowledge Statement
07 BEHAVIOR MANAGEMENT			
0702 CRISIS MANAGEMENT (CONTINUED)			
T144	Initiate client restraint or seclusion.	K184	Knowledge of techniques and procedures for managing assaultive behavior.
		K185	Knowledge of crisis intervention techniques and procedures.
		K186	Knowledge of effects of stat medications on behavior during a crisis.
		K187	Knowledge of behaviors requiring intensive observation and individual intervention.
		K190	Knowledge of techniques and procedures for safe initiation, application of, and removal from restraints or seclusion.
		K191	Knowledge of laws and regulations pertaining to use of restraint and seclusion.
T145	Monitor client response to restraints.	K189	Knowledge of techniques and procedures for providing client care during restraint and/or seclusion.
		K191	Knowledge of laws and regulations pertaining to use of restraint and seclusion.
		K192	Knowledge of effects of restraint and seclusion on physical and mental health status.
T146	Provide for basic physiological and self-care needs of client during restraint.	K189	Knowledge of techniques and procedures for providing client care during restraint and/or seclusion.
		K191	Knowledge of laws and regulations pertaining to use of restraint and seclusion.
		K192	Knowledge of effects of restraint and seclusion on physical and mental health status.

T#	Task Statement	K#	Knowledge Statement
07 BEHAVIOR MANAGEMENT			
0702 CRISIS MANAGEMENT (CONTINUED)			
T147	Assess client readiness for removal from restraints, seclusion, or voluntary exclusion.	K188	Knowledge of techniques and procedures for reintegrating client into therapeutic environment after restraint, seclusion, or voluntary exclusion.
		K190	Knowledge of techniques and procedures for safe initiation, application of, and removal from restraints or seclusion.
		K191	Knowledge of laws and regulations pertaining to use of restraint and seclusion.
T148	Debrief staff and clients following crisis resolution to reintegrate client into therapeutic environment.	K188	Knowledge of techniques and procedures for reintegrating client into therapeutic environment after restraint, seclusion, or voluntary exclusion.
		K194	Knowledge of methods for debriefing staff following crisis.
T149	Report and document crisis incident and implemented crisis interventions.	K193	Knowledge of techniques and procedures for documenting and reporting crises and implemented crisis interventions.
		K195	Knowledge of techniques and procedures for evaluating and documenting effectiveness of crisis interventions.
T150	Evaluate and document effectiveness of crisis intervention, and report to treatment team.	K195	Knowledge of techniques and procedures for evaluating and documenting effectiveness of crisis interventions.

