

Date of Hire: _____

Date of signature: _____

Detoxification Technician

Title: Detoxification Technician

Department: Pacific Crest Trail Detox

Reports to: Medical Director/Clinical Director

Salary:

Essential Duties and Responsibilities:

- Assist in administration and discharge of clients
- Check in, secure, and return client's medication, belongings, and valuables per the procedure and policy book.
- Observe and Monitor clients for physical and mental status changes. This includes logging/recording findings in client's chart, and reporting any significant changes to the Medical Director, or RN on Duty.
- Maintain accurate client records per the procedures and policy book.
- Participate in all mandatory meetings and in-service trainings.
- Assist in cross-over with staff.
- Marketing for the Detox while the census is low.
- Tracking every person/facility talked to on a spreadsheet on google docs.
- Other duties as assigned by supervisor.

Skills and Abilities:

- Manage therapeutic milieu.
- Knowledge of de-escalation methods, or ability to be trained.
- Ability to use EMR system, or ability to be trained.
- Must be able to function in a team setting, be flexible in attitude, and desire to work with individuals seeking detoxification.
- Ability to understand and follow oral directions.

Minimum Qualifications:

- Must have a valid driver's license with a good driving record
- CADIC preferred
- First Aid training is desirable.
- Moderate computer literacy
- Current CPR Certification or ability to obtain in the first month of employment.
- Must pass a pre-employment drug screen, TB test, and background check.
- If a recovering chemically dependent person must be clean and sober for a minimum of the past consecutive two years.
- Must be able to climb stairs several times a day.
- Must adhere to agency's non-discrimination policy.
- Ability to effectively interact with co-workers and clients with diverse backgrounds, including but not limited to; religious views, political affiliation, cultural background, life-style, sexual orientation, gender identification.

Employee Signature: _____

Employee Name: _____

Supervisor Signature: _____

Supervisor Name: _____