

Job Description: THERAPEUTIC STAFF SUPPORT (TSS/BHT) Provider

The Therapeutic Staff Support/Behavioral Health Technician (TSS/BHT) provider gives one-to-one attention in compliance with a behavioral treatment plan to severely emotionally disturbed children or adolescents, who may attempt to bite, kick, scratch, punch or otherwise assault the TSS/BHT provider during the performance of their duties. The main goals of the TSS/BHT provider are to follow the treatment plan, help the child/adolescent eliminate inappropriate behavior, provide emotional support to the child, and assist those responsible for the child in fostering greater independence and socially responsible behavior. The TSS/BHT provider will stand or sit for extended periods of time in the vicinity of an assigned child and will encourage the child's social integration and participation in group or other assigned activities. He or she will use behavioral rewards and contingent consequences to achieve the goals specified in the Treatment Plan and will legibly and contemporaneously record, in English, data regarding the behavior and progress of the child, the involvement of the child's caretakers, and report unusual incidents as required by relevant laws, policies and procedures. TSS/BHT providers are expected to:

- **Follow the Treatment Plan.** Encourage the child to develop and take part in activities. Encourage the child to tell you what activities he/she would like to do. Help to make the activities structured and interesting to the child. Help the child develop age appropriate anger and frustration management skills. Help to increase the child's attention span, planning and organization ability. Encourage the child to interact and participate actively and appropriately with peers and family members. The TSS/BHT provider may be required to run for an extended period of time in pursuit of a child who has left an assigned area and dresses appropriately to facilitate this running as necessary.
- **Follow the Treatment Plan.** Encourage the child to eliminate disruptive or dangerous behavior. The child might be making inappropriate noises or hitting another child and the TSS/BHT provides appropriate (minimally restrictive) prompts and ongoing emotional support to help the child change this behavior. The TSS/BHT provider cannot ever lift, carry and/or physically restrain a child.
- **Follow the Treatment Plan.** Always use positive behavior reinforcement! Rather than yelling at a child, use redirection to get him/her focused on a constructive activity. Give the child an immediate *therapeutic* response that effectively redirects maladaptive behavior, and offers suggestions for alternative behavior. The use of physical *intervention* in emergency situations is permissible only if the situation requires this action to preserve the health or safety of the child. Physical *restraint* of the child (holding to prevent movement) is not permitted under any circumstances.
- **Receive training and supervision.** TSS/BHT providers meet with an assigned supervisor at least once weekly for the required amount of time (30 minutes if their work will involve less than 20 hours per week in the coming week; 60 minutes if 20 or more hours of work is anticipated), primarily face-to-face, and document this as required in order to be eligible to be paid above the established Minimum Wage for services rendered in the subsequent week. TSS/BHT providers receive required training: 30 hours prior to employment, 24 hours within the first six months of employment, and 20 hours annually thereafter (the latter includes required training content to be identified by employer, but may include credit for classes taken at the college or graduate school level).

As a TSS/BHT provider, you agree to the preceding standards of behavior, agree to follow the treatment plan and to abide by the principles, policies and other guidelines provided by your supervisor and those published from time to time by The Institute for Behavior Change, the Pennsylvania Department of Public Welfare and the Child and Adolescent Service System Program (CASSP). Compliance with the preceding requirements is a prerequisite for continued employment.

Minimum Staff Qualifications for a TSS/BHT at the Institute for Behavior Change

- A High School Diploma is the minimum educational credential **for a BHT provider**.
- A Bachelors degree in psychology, sociology, education or another human-service field

OR

- A Bachelors degree in some other field, **AND** one year of experience working with children in a paid position within a CASSP setting

OR

- At least 60 college credits toward a Bachelor's degree in psychology or a closely related field, experience and training in crisis intervention, and the equivalent of three years of full-time paid work experience with children in a CASSP setting

AND

- Must be supervised by a Masters-level mental health professional.
- Clearance via *FBI* as well as clear *Child Abuse* and *Criminal Background* checks.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of employees of organization.
- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.
- Ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, sit, use hands to finger, handle or feel objects, tools or controls, and talk or hear. The employee is occasionally required to reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl, taste and smell. The employee must be able to lift and/or move up to 25 pounds.

- Additional qualifications as specified from time to time by regulatory agencies or employer.

- Registered Behavior Therapist (RBT) training approved by the Pennsylvania Department of Human Services (40 hours) is required for all TSS/BHT providers by 1/1/2021.
- Delivery of BHT (ABA) services is contingent upon the TSS/BHT provider's acquisition of all required training and credentials specified by the Intensive Behavioral Health Services (IBHS) regulations governing BHT (ABA) services

Not Responsibilities of a TSS/BHT

- Babysitting or housework
- Working without input from family, school, and other inter-agency team members
- Substitute duties that should be performed by someone else such as guardian or teacher.
- Administering medication
- Providing service in a mental health facility
- Providing testimony in court that requires clinical judgement

Agreed to and Accepted:

Therapeutic Staff Support provider

Seal _____
Date

Executive Director

Seal _____
Date