

STATE OF OHIO (DAS)
CLASSIFICATION
SPECIFICATION

CLASSIFICATION SERIES:
Community Adjustment Trainer

SERIES NO.:
4473

MAJOR AGENCIES:
Mental Health only

EFFECTIVE DATE:
01/19/2020

SERIES PURPOSE:

The purpose of the community adjustment trainer occupation is to prepare consumers, who are in forensic legal status only, to make a fulfilling integration to community life.

Note: The classification is restricted to Community Support Network (i.e. CSN) positions & the employees must be assigned to support consumers who are in forensic legal status, with such clients constituting the majority of their caseload. Forensic legal status is defined as "people whose commitment has resulted from contact with the criminal justice system".

CLASS TITLE

Community Adjustment Trainer

CLASS NUMBER

44731

PAY RANGE

27

EFFECTIVE

01/19/2020

CLASS CONCEPT:

The full performance level class works under general supervision & requires considerable knowledge of training & support techniques used in rehabilitation/habilitation of consumers who are in forensic legal status in order to prepare consumers for fulfilling community life & ensure quality care & treatment as part of the Community Services Network (i.e.CSN).

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Community Adjustment Trainer	44731	04	01/19/2020	27

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

As part of the Community Support Network only, provides services to consumers who have a current or former forensic legal status (i.e., majority of caseload) to assist in transitioning from a restricted setting into the community (e.g., provides support as prescribed in the Individualized Service Plan (i.e. ISP) in areas of Activities of Daily Living (i.e. ADL) completes and acknowledges completion of client questionnaires for ISP, symptom & illness management, housing location, financial assistance & resource procurement) to include travel; provides referrals to other necessary services (e.g. vocational rehabilitation, insurance, primary care physician, payee representatives).

Develops proposals & completes annual assessments for community programs or community support, (e.g. identifies treatment or crisis planning necessary based on client needs) writes instructional methodology & task analysis for approved ISP's or treatment plan; coordinates services with county forensic monitors to ensure commitments & reporting criteria are met; accurately compile & chart all necessary documentation related to consumers & funding sources (e.g. Medicaid or private insurance).

Performs variety of miscellaneous tasks (e.g., socializes with consumers during open recreation; observes consumer behavior; escorts consumers to medical treatments; renders direct care); attends variety of meetings to facilitate work processes (e.g., ISP meetings).

MAJOR WORKER CHARACTERISTICS:

Knowledge of community placement training programs*; Ohio Revised Code (i.e. 5160-27-08 Mental Health Therapeutic Behavioral Sciences & 5122-29-17 Community Psychiatric Supportive Treatment Services)*; support techniques used to assist consumers in forensic legal status. Skill in court documentation & liaison, providing support & assistance with ADL's. Ability to deal with variety of variables in somewhat unfamiliar context; calculate fractions, decimals & percentages; write instructions concerning community placement programs; complete routine forms.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

6 mos. trg. or 6 mos. exp. in supporting & assisting consumers who are in forensic legal status. Valid driver's license.

6 mos. exp. or 6mos. trg. in providing support or assistance with personal care or Activities of Daily Living (i.e. ADL). Valid driver's license.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Exposed to consumers with socially unacceptable behavior; may work rotating shift; may be exposed to infectious disease.