

Behavioral Health Technician

The Jude House, Inc.

Position Overview

The Jude House is deeply committed to fostering recovery and well-being for all individuals who walk through our doors. Our mission is to deliver compassionate, comprehensive healthcare services, including peer-to-peer support, mental health counseling, and substance use treatment. We strive to foster a nurturing environment where patients feel heard, respected, and empowered to achieve lasting positive change.

If you are passionate about improving lives, facilitating meaningful communication, and being an advocate for patients, we encourage you to join our team.

Position Summary

The Behavioral Health Technician (BHT) provides direct support, supervision, and monitoring of patients in a residential treatment setting while maintaining a safe, structured, and respectful environment. The BHT is responsible for conducting patient rounds and census checks, monitoring patient movement, supporting groups, visits, passes, meals, and medication processes, performing searches and UDS collection according to established procedures, and maintaining accurate EMR and shift documentation. This position also responds to and reports safety concerns and incidents, supports facility security, communicates effectively during shift changes, and works collaboratively with clinical, medical, residential, admissions, transportation, and other operational staff to promote continuity of patient care.

Pay Rate: \$17.47 - \$17.77 per hour

Core Responsibilities

- Patient safety and supervision
- Enforcement of program rules
- Patient rounds/census
- Group schedule coordination
- Patient searches
- UDS collection
- Visits and passes
- Medication process support
- Navigating mealtime coordination
- EMR documentation
- Proper incident reporting
- Facility security
- Shift communication

Documentation Requirements

- Manage the input of appropriate information, along with essential shift/end-of-shift documentation.

Patient Safety

- Conduct required rounds
- Monitor patient movement
- Maintain awareness of patient whereabouts

- Respond to safety concerns
- Report incidents appropriately
- Census rounds are completed in person with direct visual confirmation of patients

Program Operations

- Provide professional reminders for scheduled groups
- Efficiently clear the wings for groups
- Support the daily schedule
- Assist with patient visits and passes
- Support a safe and orderly treatment environment

Security and Compliance

- Perform searches according to established procedures
- Identify and appropriately document contraband
- Follow all confidentiality requirements
- Comply with organizational policies and safety standards

Communication and Teamwork

- Maintain a healthy and cohesive work environment
- Show compassion, accountability, empathy, and respect to every member of our team
- Assure all documentation is completed with the utmost professionalism and transparency
- Work closely with clinical, medical, residential, transportation, admissions, and other operational staff to support continuity of patient care

Work Environment

- Primarily on site, in a residential treatment setting
- Frequent daily movement throughout the facility
- Consistent interaction with patients and staff

Attendance

- Maintain reliable attendance and punctuality
- Follow all established timekeeping procedures
- Maintain professional accountability for attendance
- Possess reliable transportation for all scheduled shifts
- Ability to work a flexible schedule, including weekends and holidays as scheduled
- Report to work as scheduled and on time for all assigned shifts
- Take required meal and rest breaks in accordance with organizational policy
- Remain on site and actively engaged in assigned duties for the entire scheduled shift
- Provide supervisor at least two (2) hours of notification when tardiness or absence is unavoidable.
- Follow all scheduled work hours and assigned shifts, including days, evenings, nights, weekends, and holidays, as applicable to the employee's assigned schedule
- Make a reasonable effort to assist with finding appropriate shift coverage when unable to work a scheduled shift