

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 5557610

Developmental Disabilities Secure Care Treatment Aide 1, Grade 14	5557610
Developmental Disabilities Secure Care Treatment Aide 2, Grade 16	5557620

Brief Description of Class Series

Developmental Disabilities Secure Care Treatment Aides provide direct care services and support to individuals with intellectual and/or developmental disabilities in secure settings who exhibit violent and aggressive behaviors and/or are dangerous to themselves or others. Incumbents provide a safe, secure, and stable environment where individuals can receive the intensive care needed for stabilization and treatment.

Positions are classified in the Office for People With Developmental Disabilities' (OPWDD) secure settings.

Distinguishing Characteristics

Developmental Disabilities Secure Care Treatment Aide 1: full performance level; under the supervision of a Developmental Disabilities Secure Care Treatment Aide 2, provides direct care to individuals with intellectual and/or developmental disabilities in an OPWDD secure setting.

Developmental Disabilities Secure Care Treatment Aide 2: supervisory level; supervises multiple Developmental Disabilities Secure Care Treatment Aides 1; and provides direct care to the most dangerous and difficult individuals with intellectual and/or developmental disabilities in an OPWDD secure setting.

Related Classes

Direct Support Assistants provide person-centered services and supports to individuals with intellectual and/or developmental disabilities in OPWDD residential and/or program settings; assist individuals to learn and develop daily living skills and habits and take care of their personal needs; advocate for, encourage, guide, and teach individuals to express personal choice; and ensure community integration, health and safety, and a comfortable home environment for individuals.

Illustrative Duties

Developmental Disabilities Secure Care Treatment Aide 1

Provides direct care to individuals in a secure setting; monitors individuals to prevent them from behaving in a way that is dangerous to themselves or others; and maintains order and a secure environment for individuals, visitors, and staff.

- Monitors individuals in restraint or seclusion; applies physical restraints to individuals as directed by a physician; and follows established procedures in caring for such individuals.
- Provides physical and cognitive support to individuals; and utilizes verbal de-escalation and other therapeutic techniques to stabilize individuals.
- Assists and/or instructs individuals in attending to personal care tasks concerning hygiene, grooming, nutrition, and activities of daily living; feeds and/or assists in feeding individuals who require assistance; and may bathe, groom, and dress individuals who are unable to do so independently.
- Observes and reports individuals' behaviors, security breaches, and/or other potential problems affecting safety and security to higher-level staff.
- To the extent qualified, may administer or assist in administering medications and basic treatments to individuals as prescribed.
- Responds to and assists in crisis and emergency situations following established guidelines, procedures, and first aid techniques.
- Supports individuals' health and wellness, and safety in everyday situations.
- Provides orientation to new individuals, including information on established policies, procedures, and rules of the secure unit.
- Escorts individuals to activities and appointments on and off facility grounds; conducts periodic rounds and maintains individual count; checks dining areas and accounts for eating utensils; and observes individuals during visits to ensure that no contraband is provided.

May participate on treatment teams and assist in carrying out service and support plans.

- Follows instructions and guidelines provided by clinical staff; coaches individuals and encourages them to participate in social, recreational, and leisure activities; and organizes, participates in, and/or supervises such activities.

- Assists in teaching and reinforcing communication techniques, social skills, and acceptable means of dissipating frustration or anger and resolving conflicts, and acts as a role model for positive behavior.
- Observes and documents individuals' behavior and responses to programs, support services, and treatments.
- Attends treatment team meetings; communicates and discusses observations; and may suggest alternative programs and services based on observations.

Developmental Disabilities Secure Care Treatment Aide 2

In addition to performing the duties of a Developmental Disabilities Secure Care Treatment Aide 1, performs the full range of supervisory duties over multiple Developmental Disabilities Secure Care Treatment Aides 1.

Minimum Qualifications

Developmental Disabilities Secure Care Treatment Aide 1

Open Competitive: a high school or equivalent diploma, or current certification as a Direct Support Professional; and either successful completion of the Developmental Disabilities Secure Care Treatment Aide traineeship or one year of direct care experience working with individuals diagnosed with intellectual and/or developmental disabilities.

Developmental Disabilities Secure Care Treatment Aide 2

Promotion: one year of service as a Developmental Disabilities Secure Care Treatment Aide 1.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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