

**CLASSIFICATION GRID:** 8 NEW GRID 20  
(As of April 1, 2019)

**BENCHMARK TITLE:** DETOX WORKER 1

**BENCHMARK NUMBER:** 81401

**JOB FAMILY:** CLIENT SERVICES

**SCOPE AND LEVEL DEFINITION**

Monitors clients' physical and psychological status during the detoxification process, and provides support services.

**TYPICAL FUNCTIONS AND RESPONSIBILITIES**

1. Monitors clients' physical and psychological status during intoxication, withdrawal, and stabilization. Documents changes, and reports concerns to supervisor.
2. Administers and dispenses medication to clients as required, in accordance with established policy.
3. Takes and records vital signs such as blood pressure, pulse, and respiration.
4. Assists in the admission of clients by performing duties such as obtaining personal information and securing belongings.
5. Performs security duties for the facility such as patrolling buildings and grounds, and performing routine searches of clients' belongings.
6. Assists clients to maintain personal hygiene.
7. Performs housekeeping duties such as sweeping and mopping floors, vacuuming, dusting, washing dishes, and laundry.
8. Performs administrative support duties such as answering calls, collating intake packages, taking referrals, and providing program information to clients, other agencies, and the public.
9. Completes and maintains related records and documentation such as medication records, clients files and logbooks.
10. Performs other related duties as assigned.

**QUALIFICATIONS**

**Typical Education, Training, and Experience**

- Diploma in Community Social Service
- Certificates in CPR and First Aid
- Or an equivalent combination of education, training, and experience
- Or other Qualifications determined to be reasonable and relevant to the level of work

**Typical Skills and Abilities**

- Ability to communicate effectively, both verbally and in writing
- Physical ability to carry out the duties of the position
- Ability to work independently and in cooperation with others
- Ability to operate related equipment
- Ability to organize and prioritize
- Ability to establish and maintain rapport with clients
- Ability to observe and recognize changes in clients
- Knowledge of addiction
- Ability to handle conflict