

<b>JOB DESCRIPTION: SPURWINK SERVICES</b>	<b>THERAPEUTIC COUPLE</b>
<b>Effective Date: 07/01/91</b>	<b>Revised: 4/19/07</b>

\* Denotes an Essential Function

**Title:** Therapeutic Couple

**Category:** Therapeutic Couples

**Code:** 940

**Minimum Education Requirements:** High school diploma or G.E.D.

**Minimum Experience Requirements:** Prior experience and training in positions similar to that of Therapeutic Couple or previous parenting experience desirable.

**Minimum Physical Requirements:** Must be able to go up and down stairs; bend and lift; and perform passive physical restraint.

**Duties and Responsibilities of the Position:** The Therapeutic Couple is responsible for the continuity of programming within the residential setting. The Couple is responsible for maintaining a home-like, caring, and safe environment for the clients within their live-in setting. The Therapeutic Couple is included in staff consultations, coordinating efforts with educational, treatment, and programmatic administrators. Therapeutic Couples must provide a sensitive, nurturing, and personal home life for clients and act as positive role models. The Therapeutic Couple is expected to provide personal interest, attention, and nurturance for each client in the unit and to provide appropriate intervention to ensure proper care of the unit, agency, and clients. Although not necessarily the holder of professional credentials, the Therapeutic Couple works in concert with the total professional team as partner. Duties and responsibilities include, but are not limited to:

- \* 1. Maintain agency-designated records.
- \* 2. Perform behavior management (including passive physical restraint), life space interview and therapeutic duties as stated in client's ISP.
- \* 3. Participate in the client's treatment, including but not limited to:
  - \* a) Communicate observations about the clients to the supervisor/generalist, teacher, psychiatrist, psychologist and other professionals.
  - \* b) Provide supervision of the clients, including structure, limit-setting and discipline.
  - c) Follow service plans as formulated in psychiatric consultation and other treatment planning meetings.
  - d) Attend psychiatric and other consultations and meetings.
  - e) Participate in psychiatric and other consultations and meetings.
  - f) Monitor medical, dental, and other health needs and appointments.
  - g) Schedule medical, dental, and other health needs and appointments.
  - h) Plan activities for clients, including recreation and appropriate tasks and responsibilities.
  - \* i) Implement activities for the clients, including recreation and appropriate tasks and responsibilities.
  - \* j) Teach and assist clients to acquire self-help and basic living skills, including development of proper manners, acceptance of responsibility for behavior, maintenance

- of appropriate personal hygiene, community and relationship skills, and understanding the value of money and budgeting skills.
- k) Provide continuity of learning experiences for each client by consulting with teachers, supporting the learning process in the classroom, and incorporating such in the living unit.
  - l) Communicate effectively in conjunction with the Generalist with parents, relatives, guardians, and outside agency staff.
  - \* m) Transport clients to school, appointments, recreational activities, work and other activities as needed.
  - n) Maintain appropriate dress standards for clients, which may include the purchase of clothing.
  - o) Participate in designated in-service training programs.
- \* 4. Administer medications; if required to do so, he/she must take medication training prior to administering medications to clients.
  - \* 5. Maintain a current Maine driver's license and a clean driving record as outlined in Spurwink's Driving Policy.
  - 6. Maintain confidentiality of records.
  - 7. Provide house management and repair, including appropriate housekeeping and laundering, buying food and other household needs, and performing minor maintenance.
  - 8. Be responsible for the security and acquisition of appropriate maintenance with regard to living units.
  - 9. Maintain community standards and relationships.
  - 10. Be responsible for remaining within house budget.
  - 11. Cook for/with clients a varied, nutritious menu with reasonable sensitivity to the client's likes and preferences.
  - 12. And, those other assignments appropriate to the position as determined by the Program Director and/or his/her designee.

**Immediate Supervision:** Program Director and/or Associate Director. Ongoing training is a requirement of the position.

**Immediate Subordinates:** None.

**Schedule of Employment:** Therapeutic Couples work an average range of **70-85 hours per week**, an actual schedule being agreed upon between the Therapeutic Couple and their supervisor. Regularly scheduled respite time off will be made available. Typically, the schedule consists of twelve days on, two days off.

**Other:** As an employee of Spurwink, the Therapeutic Couple is expected to adhere to the policies and procedures of Spurwink. He/she must keep client health care information confidential, and in all other ways comply with Spurwink's policies and procedures implementing the Health Insurance Portability and Accountability Act (otherwise known as HIPAA). Due to the nature of the work of educating, training, and treating clients from diverse backgrounds, staff at Spurwink are required to be trained initially and annually in good health practices, communicable illnesses, and universal precaution procedures. By virtue of the responsibilities of this position, it is reasonably anticipated that the Therapeutic Couple may be exposed to blood or other potentially infectious materials. Therefore, he/she will receive bloodborne

pathogens training (including training regarding Hepatitis B) and will be offered the Hepatitis B vaccination series upon hire.

**General Sign Off:** The employee is expected to adhere to all agency policies and to act as a role model in the adherence to agency policies.

I have read and understand this explanation and job description.

\_\_\_\_\_  
Employee Name (Please Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date