

**Title: Psychiatric Medical Assistant Credentialing Criteria**

Document Owner: Chris Stefaniak	PI Team: Medical Executive Committee	Date Created: 11/01/2011
Approver(s): Denise Duschek, Karyn Delgado		Date Approved: 01/24/2017
Location: Saint Joseph Regional Medical Center – Plymouth		Department: Plymouth-Medical Staff Affairs

**Printed copies are for reference only. Please refer to the electronic copy for the latest version.**

**POLICY:**

1. Requirements for Consideration of Application:
  - A. Master’s Degree from an accredited program in social work, mental health or related field or Registered Nurse with a BSN preferred.
  - B. Two year prior experience in mental health field in a direct patient care service position.
  - C. Verification of successful training and current competency requirements listed below.
  - D. Maintain a supervisory agreement with a Psychiatrist currently on staff.
  
2. Role and Responsibilities under the supervision and based upon the availability of the supervisory physician:
  - A. Responds to all requests for emergency and crisis intervention.
  - B. Formulates an appropriate recommendation/disposition for each request.
  - C. Initiates planning for transfer/scheduled follow-up as ordered by the supervisory physician.
  
3. Current Competency Requirements:
  - A. Demonstrated competency in assessment completion and care plans as documented by employed institutions internal annual evaluation form.
  - B. Demonstrated competency of standards and performance skills as documented by employed institutions internal annual evaluation form.
  - C. Successful annual completion of CPR Certification and CPI training within 45 days of employment.

**REFERENCES/STANDARDS:**

- Policy Origin Date: November 2011
- Review Date:
- Revised Date: October 2012
- Effective Date: December 2012; December 2011
- Reviewed/Recommended By: Medical Executive Committee