



POSITION AVAILABLE
Registered Nurse
(Starting Salary: \$27.81 - \$33.31/Hour – DOE/DOQ)

POSITION TITLE: Registered Nurse (RN)

FLSA STATUS: Non-Exempt

REPORTS TO: Coordinator of Nursing Services

JOB PURPOSE: Provide nursing services according to qualification and training (RCW 18.79.26) and/or non-nursing service (as directed) to consumers with chronic mental illness, in outpatient settings; work within a multi-disciplinary team, assisting clients to become as independent as possible within the community.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Participates in screening, emergency/crisis intervention, and crisis stabilization/outreach services in the community.
- Assists in obtaining medical history, chief complaint, medication reconciliation, assessing medical conditions, and making appropriate medical referrals.
- As time permits, participates in other client services which may include home visits for the purpose of administering medication, monitoring vital signs, compliance, and side effects for the medications prescribed by physicians, as well as case management needs as determined by the treatment team.
- Performs Nursing Assessments as needed, or ordered by a provider, regarding medication concerns, AIMS, MoCA, EDGs, urine drug screens, and other ordered evaluations that are performed in house.
- Answers patient calls, or delegates them to appropriate staff for follow up, for medication concerns, refill requests, and any other medication related questions.
- Teaches and evaluates staff and clients regarding medication self-administration program.
- Provides client services including clinical observation, administration of medications (oral and IM injectables), assessing compliance, and monitoring for side effects.

- Responsible for medication monitoring/administration for an assigned group of patients.
- Monitors, administers, and/or follows up on prescribed medical treatment, medications, and/or laboratory test in accordance with provider orders.
- Accurately transcribes physicians' orders, maintains records, and completes documentation in accordance with Agency policy and Washington State Law.
- Take verbal orders from providers, and update the EMR and prescribing software as needed.
- Works in a collegial manner with all clinical staff and supervisors.
- Communicates accurately and efficiently with outside care providers including pharmacies and Primary Care Teams.
- Maintains a secure medication storage in the facility, in accordance with applicable WAC's, as needed.
- Stocks and maintains the emergency medication and first aid kits kept on premises.
- Provides individual and/or group education/training for patients, families, and staff.
- Works closely with Arlene Engle House (AEH) staff in regards to obtaining medications and answering medication related questions or concerns for AEH clients.
- Works closely with Clallam County Respite Center (CCRC) staff regarding admissions to CCRC, providing Medication Observation Records (MOR), visually verifying accuracy of client medications, and answering psychiatric medication questions or concerns while clients are staying at the CCRC.
- Although the typical workday is during normal business hours, some evening and weekend hours may be required.
- Complies with Agency policies and procedures and all applicable Federal, State, and SBHO laws and regulations.
- Maintains confidentiality of Agency and patient information.
- Maintains familiarity with and handles client information in accordance with Federal Regulations (42 CFR, Part 2), the Revised Code of Washington (RCW 71.05.390 and RCW 71.24), and other applicable laws pertaining to confidentiality of clients and staff information.
- Maintains physical security of confidential materials and assigned Agency property.
- Attends Performance Improvement Meetings on a regularly scheduled basis.

SECONDARY DUTIES AND RESPONSIBILITIES:

- Provides support to the Medical Providers through triage, screening, processing prior authorizations, and answering client phone calls.
- Participates in relevant in-service and professional training, in accordance with Agency policy and Washington State Law.
- Participates in staffings, staff meetings, and individual supervision as assigned.
- Assists with training of nursing students as needed.
- Observes, assesses, records, and communicates patient behavior.
- Advocates for patients and coordinates services with other community agencies.
- Maintains working relationships with community and government agencies, other professionals, and the family members and "significant others" of clients.
- Maintains a safe, hygienic environment for patients.

- Tuberculosis (TB) testing and Urinalysis Drug Screening (UDS) for PBH staff as needed.
- Performs other duties as assigned.

PERFORMANCE EXPECTATIONS:

- Strong commitment to working with persons with a mental illness.
- Excellent oral and written communication skills.
- Working knowledge of the administration and documentation of medications.
- Attention to detail.
- Ability to interact in a professional manner with patients and staff alike,
- Ability to work independently and be a self-starter, and to work as a team member.
- Ability to manage crisis effectively.
- Familiarity with relevant professional standards.
- Ability to learn new tasks and skills quickly.
- Ability to prioritize and manage multiple tasks effectively.
- Good problem-solving skills.
- Enters client records into EMR system within 24 hours of contact 95% of the time.
- Abides with attendance, punctuality, and professionalism expectations.
- Attends a minimum of 90% of required meetings, staffings, trainings, and educational opportunities as scheduled.

REQUIRED EDUCATION, LICENSE(S), CERTIFICATION, AND EXPERIENCE:

Education: Graduation from an accredited school of nursing.

Experience: One (1) year of clinical services with limited exceptions.

Licensure: Current licensure as an RN or LPN as issued by Washington State Board of Nursing

Other: Valid Washington State driver's license and reliable transportation.

PREFERRED ADDITIONAL CREDENTIALS/EXPERIENCE:

Experience: Minimum of one (1) year of experience as a staff RN or LPN in a mental health or acute care facility or skilled nursing home; two (2) years of experience working with chronically mentally ill adults.

KNOWLEDGE, SKILLS, AND ABILITIES:

Essential:

- Age-specific knowledge and skills: Must be able to demonstrate the knowledge and skills necessary to provide care to patients across the life span.

NATURE AND SCOPE:

Physical Demands:

- Moderate physical effort (lift/carries up to 25 lbs.)
- Frequent standing/walking.
- Occasionally lifts supplies and equipment.

- Required Protective Equipment: maintain Standard Precautions and uses barriers (gloves, masks, aprons, goggles, etc.) appropriately in all potential exposures to body fluids.

Cognitive Skills:

- Excellent verbal and written communication skills.
- Ability to learn and utilize Agency's EMR.
- Willingness to work as a team member.
- Ability to work independently and be a self-starter.
- Working knowledge of the administration of medications.
- Attention to detail.
- Ability to manage crises effectively.

Working Environment:

- May be exposed to infections and contagious diseases.
- Occasionally exposed to patients exhibiting assaultive behaviors.
- Clean, well-lighted and ventilated office.

Working Demands:

- Frequent pressure due to schedule demands.
- Contact with patients under a wide variety of circumstances.
- Subject to varying and unpredictable situations.
- Handles emergency or crisis situations.
- Subject to long, irregular hours.

Principal Challenges:

- Working collaboratively with clients, other employees, and multiple community referral services.
- Ensuring safety of client at all times.

Closing Date

- Open until filled

To apply, forward resume and cover letter to:

Amanda Hill, Human Resources Specialist
Peninsula Behavioral Health
118 E. 8th Street
Port Angeles, WA 98362
Or,
employment@peninsulabehavioral.org
or apply at www.peninsulabehavioral.org

(Equal Opportunity Employer)

NOTICE

The above job announcement is meant to describe the general nature and level of work being performed. It is not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required for the position. Employees will be required to

follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills, and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Job requirements may be subject to possible modification to reasonably accommodate individuals with disabilities.