



TITLE: Registered Nurse

Responsibility and Scope of Practice:

Programmatic and direct medical care as the Registered Nurse for the organization's Intensive Residential Treatment Services program. This position ensures compliance with all health services and medications in section 245I.11.

Work at this level is both clinical, supervisory, and direct care. Responsible for direct oversight of client's medical care, medication administration procedures, and oversight of professional and paraprofessional staff administering medications.

Hours Worked:

May be full or part-time; hours may include day time, afternoons, evenings and weekends. Usual scheduled hours should be established upon hiring. All persons in this position should be prepared to work weekends and holidays. Schedule changes may be made upon short notice to meet requirements of the program.

Responsible To:

Registered Nurses are directly responsible to the Program Director and under clinical supervision of the Treatment Supervisor - Mental Health Professional. Registered Nurses have access to consult with a Psychiatric Medical Professional (APRN).

Qualifications:

The Registered Nurse must maintain a valid license with their governing health-related licensing board and must only provide services to a client within the scope of practice determined by the applicable health-related licensing board.

*** Degree of Authority to Act:**

A = Independently **B** = With supervisory consultation

Responsibilities and Standards of Performance:

A1. To be responsible for monitoring client health status while in the program.

- **B1.** Develop a health assessment tool.
- **A1.** Assess client health at intake and monitor while in the program.
- **A2.** Referrals to and coordination with community psychiatric care providers.
- **A3.** Refer client to or perform annual physical exam if due.
- **A4.** Address the needs of recipients with co-occurring Substance Abuse Disorder.
- **A5.** Assess all medical emergencies, including substance abuse problems.
- **A6.** To assure safe handling and administration of medications.
- **B2.** Create documentation procedures and forms that assure medications will be used as prescribed.

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- **A7.** Train staff in using proper administration and documentation procedures.
- **A8.** Observe staff for competency in administering medications and other health related procedures.
- **A9.** Educate staff regarding medications, side-effects, and drug interactions.
- **A10.** Educate clients regarding their specific medications, side-effects, and drug interactions.
- **A11.** Train staff in first aid techniques and response to medical emergencies.
- **A12.** Provide on-going consultation and advice to staff and clients.
- **B3.** Order medications as needed.
- **A13.** Supervise destruction of medications.
- **A14.** To maintain open and honest communication with the Program Director and Treatment Supervisor and other staff promoting the concept of teamwork and support.
- **A15.** Inform Program Director and Treatment Supervisor of all significant happenings.
- **A16.** Communicates client and program needs to Program Director and Treatment Supervisor other staff via timely written and verbal communication.
- **A17.** Promptly respond to client and staff emergencies in a supportive manner.
- **A18.** Attend weekly team meetings.
- **B4.** Monitors medication administration programs with assistance of medical staff (i.e. RN, LPN, etc.)
- **A19.** Performs related work as required.

Knowledges, Skills and Abilities:

- Considerable knowledge of adult mental health needs.
- Ability to follow and communicate laws and policies relating to agency activities.
- Ability to establish and maintain effective working relationships with agency personnel.
- Strong written, verbal, and organizational skills.

Minimum Education and Experience

- Licensed Registered Nurse (RN). Must have a valid license to practice in the State of Minnesota.
- Must have professional experience in direct service to individuals with mental health issues and experience in management and supervision.
- Must have a sincere desire to work with and promote the delivery of culturally competent services.

I acknowledge that I have read and understand this document.

Date of Hire

First Date of Direct Contact

Signature

Date