



Today's Date: March 8, 2018

Job Listing: Clinic Nurse-Behavioral Health Clinic. Ottumwa, Iowa

Duties: Provides primary care nursing, patient education, health care maintenance, patient counseling, and normative care services to patients at River Hills Community Health Center. Works with providers and administers nursing care utilizing the nursing process (assessment, planning, implementation, and evaluation). Provide care for patients with acute, chronic, and/or terminal illnesses. Assists with the planning, development and implementation of health education programs and materials, and provides assistance to and supervision of the Patient Clinical Representatives in areas of nursing beyond their scope of practice. Performs all defined services and other related duties in accordance with the mission of River Hills Community Health Center. Participation includes interdisciplinary team, committees, program evaluations, education and may include the supervision of students.

DUTIES AND RESPONSIBILITIES:

1. Improve patient outcomes, and deliver quality care within psychiatric/mental health nursing specialty as assigned. Ensure all clinical care is delivered in a manner that meets or exceeds goals and expectations for clinical outcomes, quality assurance standards, professional standards of care and patient satisfaction.
2. Participates in quality strategies to evaluate compliance with standards and to identify opportunities to improve patient outcomes.
3. Perform assessments based on the patient's diagnosis, reason for entry into healthcare delivery system and care needs. Utilize the nursing process to plan, perform, delegate and evaluate the delivery of nursing care.
4. Stay current with knowledge, concepts, practices and skills appropriate for the psychiatric/mental health nursing specialty.
5. Ensure all patient charts and related documentation are maintained to defined standards at all times.
6. Utilizes correct infection controls technique.
7. Demonstrates appropriate infection controls technique.
8. Ensure all care and nursing practices are conducted in a manner that is consistent with current, relevant standards, as well as federal, state and local laws and regulations, and related professional standards.
9. Demonstrate competency in practice and knowledge of current standards of practice.
10. Maintains credentials and performs evidence-based nursing practice care within established guidelines.

11. Provides care in a manner that respects the patient's rights and choices in a multi-cultural setting.
12. Develops and maintains favorable internal relationships, partnerships with co-workers, including clinic managers, nursing staff, providers and administrative office staff.
13. Develop and maintain favorable external relationships with vendors, contractors, referral agencies and related resources.
14. Contribute to team success: Supports established goals and objectives.
15. Ensure all actions, job performance, personal conduct and communications represent the organization in a highly professional manner at all times.
16. Uphold and ensure compliance and attention to all corporate policies and procedures as well as the overall mission and values of the organization.
17. Maintain accountability for delegation to unlicensed assistive personnel (clinic assistants/interpreters).
18. Maintains regular and consistent attendance at work.
19. Complies with Corporate Compliance Program policies and code of conduct, and all laws, rules and regulations relating to the position. Has a duty to report any suspected violations of the law or the standards of conduct to his/her immediate supervisor, the HR Director, or the Compliance Officer.
20. Other duties as assigned.

PRIMARY TASKS & DUTIES

1. Perform mental health services as ordered by a psychiatrist.
2. Provides support within the scope of practice to patients experiencing psychosocial crisis.
3. Screens patients for suicidal/homicidal ideation and provides appropriate intervention to maintain patient safety.
4. Provide direct care to patients as assigned and qualified to perform.
5. Assess, review, and develop nursing plans to ensure maximum patient outcomes
6. Provide counseling, support and advice to patients and their families
7. Complete documentation, and ensure all patient records are current and complete.
8. Attend meetings, patient conferences, planning sessions, related to quality assurance, patient care, and other related topics within the clinic.
9. Attend seminars and maintain all licensure requirements for continuing education and best practices
10. Participates in quality strategies to evaluate compliance with standards and to identify opportunities to improve patient outcomes.

ESSENTIAL FUNCTIONS / KEY COMPETENCIES

- Demonstrate a high level of skill at building relationships and customer service.
- Demonstrate appropriate interpersonal skills in managing difficult clients and patients.
- Demonstrate high degree of knowledge and competency in the practice of medicine and associated charting requirements.
- Requisite skills and ability to perform certain medical tasks as assigned.
- Demonstrate a high level of problem solving skill to better serve patients and staff.
- Strong attention to detail and accuracy.

- Ability to utilize computers for data entry and information retrieval.
- Excellent verbal and written communication skills.
- Ability to implement, and evaluate operational and administrative processes.
- Supportive of the service-oriented atmosphere as stated in the River Hills CHC Mission and Philosophy Statements.
- Follows River Hills CHC policies and procedures.
- Maintains a safe working environment and practices safe working habits.

MINIMUM QUALIFICATIONS:

Education:

1. Graduated from an accredited nursing program.

Licensure:

1. Current and active licensure as a Registered Nurse or Licensed Practical Nurse in the State of Iowa is required.

Knowledge, Skills and Abilities:

1. Maintain knowledge of evidence-based psychiatric interventions, including current psychopharmacology as well as non-pharmacological approaches.
2. Maintain Nursing CEUs for continued active license
3. Good verbal and written communication skills. Must be able to speak and read the English language.
4. Demonstrated professional commitment to providing services to medically underserved persons
5. Ability to communicate effectively both orally and in writing
6. Computer literate in electronic mail, word processing and Electronic Health Record (EHR).
7. Certification in Basic Life Support (BLS).
8. Must be able to travel.

Hours: Monday 8:00 a.m. – 6:00 p.m.; Tuesday through Thursday 7:00 a.m. – 6:00 p.m. and Friday 8:00 a.m. – 12:00 p.m. Schedule is subject to change at any time.

Supervisor: Behavioral Health Clinic Manager

Deadline: Position will remain open until a pool of qualified applicants is received.

Submit cover letter, resume' and three references to recruiting@riverhillshealth.org

Or, mail to:

River Hills CHC
PO Box 458
Ottumwa, Iowa 52501

River Hills CHC offers a competitive wage and full benefit package.