POSITION DESCRIPTION

POSITION TITLE:

Lead PACT Nurse - RN

CLASSIFICATION TITLE:

Clinician 2

POSITION LOCATION:

This position provides in-home services to clients in the NWCSB service area, primarily based in Winchester.

POSITION UNDER THE SUPERVISION OF:

PACT Team Leader; Clinical supervision under licensed agency medical professional.

POSITION SUMMARY:

Lead PACT Nurse (RN) will provide in-home services to clients with severe and persistent mental illness. Position is responsible for meeting the nursing service needs of agency consumers by providing competent standards of care in direct and indirect care roles. The RN will collaborate with other PACT members to complete comprehensive client assessment through effective interviewing, behavioral observations and mental health assessments in order to reach sound conclusions and plan appropriate interventions with the consumer. The RN will combine biopsychosocial knowledge and psychopharmacological competency to identify actual and potential health problems. The RN will prioritize needs and treatment approaches to ensure appropriate delivery of care. The RN will coordinate care with physicians, nurse practitioners, and other agency and external service providers as required. This position involves shift coverage for PACT Team, including morning and evening hours, as well as rotating on-call duty overnights and holidays.

MAJOR DUTIES AND RESPONSIBILITIES

1. Medication Management
   a. Medication administration/delivery.
   b. Maintains agency policy and procedures for storage, disposal and distribution of medication.
   c. Serves as primary contact for Board of Pharmacy regarding PACT medication room. Liaisons and coordinates with supplying pharmacies including CRP, local pharmacies and Patient Assistant Programs while maintaining standards supporting the Virginia Board of Pharmacy guidelines to qualify for and hold a certificate as an “alternative delivery site” for medications.
   d. Monitors side effects, contraindications and drug reactions.
   e. Venipuncture/Phlebotomy

2. Health Teaching and Health Education
   a. Provides education needs related to medications and physical health teaching as identified by the needs of the consumer.
   b. Provides consultation/education to agency staff around client needs.
   c. Performs TB testing for agency staff.
   d. Provides in-service training and consultations to internal and external providers regarding psychiatric medications, universal precautions and other health related issues.
3. **PACT Team participation**
   a. Participates in daily treatment team staffing to discuss treatment planning and client progress.
   b. Collaborates with other professionals on PACT Team to provide comprehensive services.
   c. Provides rotating coverage of holiday coverage and on-call overnight shift.

4. **Administrative duties**
   a. Under the direction of PACT Team Leader, coordinates nursing schedule with other PACT Team Nurses to ensure appropriate nursing coverage for PACT services.
   b. Monitors PACT Team Nurse clinical documentation for quality assurance and administrative oversight.

5. **Documents all service contacts accurately and in a timely basis in accordance with agency policy.**

6. **Will apply and adhere to the Ethical Standards applicable to the nursing profession and licensure**

7. **Performs other duties as assigned by the immediate supervisor which are consistent with the position and are in compliance with agency policies and procedures.**

**ESSENTIAL KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge:**

Thorough knowledge and understanding of basic nursing services and procedures. Working knowledge of psychiatric disorders, including the diagnosis and treatment, and of psychotropic, antidepressant, and anti-Parkinson medications and side effects. Some knowledge of counseling theory and technique, crisis intervention services, and guidelines for emergency detention and commitment. Familiarity with PACT/ICT and community-based model of treatment.

**Skills:**

Skills in performing venipuncture, injections, obtaining vital signs, and administering first aid.

**Abilities:**

To perform the job successfully an individual should demonstrate the following competencies:

Problem Solving – Identifies and resolves problems in a timely manner. Gathers and analyzes information skillfully.

Interpersonal skills – Maintains confidentiality, remains open to others ideas and tries new things.

Quality Management – Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness.

Ethics – Treats people with respect; keeps commitments; works with integrity and upholds organizational values.
QUALIFICATIONS:

Graduation from an accredited nursing program and licensed as a registered nurse in the State of Virginia with one (1) year experience in psychiatric nursing which insures the knowledge, skills, and abilities required for the position. Current Basic Cardiac Life Support Certificate or eligibility to be obtained.

SALARY RANGE:

Level 7C

FLSA STATUS:

Exempt

VERIFICATION OF ACCEPTANCE OF POSITION RESPONSIBILITIES:

This is to certify that I have read the above position description and accept the duties and responsibilities required of this position.

_____________________________________  ______________________________
Employee’s Signature      Date

_____________________________________  ______________________________
Immediate Supervisor’s Signature    Date

_____________________________________  ______________________________
Chief Operational Officer’s Signature   Date

_____________________________________  ______________________________
Chief Executive Officer’s Signature    Date

Effective Date: September 2015; update July 2016
Attached: Organizational Chart

/grd