POSITION DESCRIPTION

POSITION TITLE:

Psychiatric Nurse Practitioner

CLASSIFICATION TITLE:

Advanced Medical Specialist

POSITION LOCATION:

This position is based in the Center for Health & Development in Front Royal.

POSITION UNDER THE SUPERVISION OF:

Coordinator of Medical Services

POSITION SUMMARY:

The incumbent in this position is responsible for providing psychotherapy and medication evaluation and management to a range of clients having mental illness, mental retardation and substance abuse disorders under the supervision of consulting psychiatrist(s). The position also provides evaluation, treatment planning and discharge planning services for consumers in psychiatric facilities and those being diverted from state hospital admissions.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Conducts therapy, medication assessments, and crisis response to new and existing clients. Develops individual service plans based upon assessment data, and provides therapeutic interventions as necessary including the provision of on-going medication management services.

2. Provides consultation and health education to agency staff, caregivers and clients as it is relative to the treatment and medication needs of agency consumers.

3. Provides special assessments of consumers awaiting discharge from state facilities, participates in discharge planning with other agency and facility staff, and assists in diversion of persons from state facility placements through agency residential programs.

4. Maintains documentation of services including service plans, progress notes, medication informed consent, quarterly treatment plan reviews, and other required information in compliance with agency and third party compliance standards.
5. Receives medical supervision from psychiatric consultants consistent with applicable Protocol for Provision of Family Nurse Practitioner Services.

6. Completes other duties as may be assigned by the immediate supervisor that are consistent with the responsibilities of the position.

ESSENTIAL KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge:

Extensive knowledge of: the etiology of serious mental illness, mental retardation, developmental, and substance abuse disorders and their treatment by a variety of appropriate therapeutic interventions including psychopharmacology; nursing practice and medical evaluation, physical diseases and their treatment; community resources and networking techniques; and of psychiatric and medical emergency stabilization.

Abilities:

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

1. Analytical – Synthesizes complex or diverse information; collects and researches data; uses intuition and experience to complement data; designs work flow and procedures.

2. Problem Solving – Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics.

3. Client Service – Manages difficult or emotional client situations; responds promptly to client needs; solicits client feedback to improve service; responds to requests for service and assistance; meets commitments.

4. Ethics – Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and ethically; upholds organizational values.

5. Professionalism- Approaches others in a tactful manner; reacts well under pressure; treats others with respect and consideration regardless of their status or position; accepts responsibility for own actions; follows through on commitments.

6. Quantity – Meets productivity standards; completes work in timely manner; strives to increase productivity; works quickly.
7. Attendance/Punctuality – Is consistently at work and on time; ensures work responsibilities are covered when absent by notifying immediate supervisor of need for coverage; arrives at meetings and appointments on time.

QUALIFICATIONS:

Licensure in Virginia as a (Psychiatric) Family Nurse Practitioner and a Clinical Nurse Specialist with a minimum of two years experience working with persons who have serious mental illness, mental retardation, and/or substance abuse disorders or a combination of licensure, education and experience demonstrating ability to effectively perform essential job functions.

SALARY RANGE:

Level ESL I

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 Executive Officer’s Signature    Date

Effective Date: August 2006
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