

Van Buren Community Mental Health

EMPLOYMENT OPPORTUNITY

Effective: October 27, 2021

Title: Registered Nurse

Position Number: E551102

Program: Health Services Unit	Salary Range: Negotiable	Status: Contractual; up to 22 hrs/wk
Benefit Eligible: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Office Location: Bangor	Union Eligible: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Basic Responsibilities:

Ensures that adult customers with Intellectual/Developmental Disabilities receive appropriate and necessary health care services. Provides services in Bangor office and in home and community locations throughout Van Buren County.

Summary of Required Qualifications:

- Licensed as a Registered Nurse in the State of Michigan.
- Demonstrated knowledge of nursing practice as it relates to working with individuals with developmental disabilities.
- Ability to communicate effectively and comprehensively in verbal, written, and electronic (EMR) formats.
- Ability to work independently and as part of a team, including ability to be punctual, manage time and crisis situations flexibly and effectively, and demonstrate good judgment.
- Valid Michigan driver's license with an approved driving record in accordance with agency standards.

Summary of Essential Job Functions:

- Adheres to all standards relevant for Person Centered Planning including Medicaid Clinic Services, Habilitation Supports Waiver, professional nursing, and CARF.
- Completes nursing care assessments and health care plans as ordered.
- Participates in planning meetings as invited.
- Monitors and documents assigned persons' health status per procedures.
- Monitors and documents health and safety aspects of assigned persons' support plans.
- Assists in medical policy/procedure development and revisions.
- Reviews, monitors, and administers medications.
- Prepares customers and their files for medication clinic appointments and assists the psychiatrist with evaluations.
- Assists and coordinates all nursing responsibilities with other RN(s) (including staff TB testing).
- Acts as a health resource consultant.
- Acts as liaison with community physicians to ensure coordination of care and advance knowledge of special healthcare needs of persons with I/DD.
- Provides necessary and emergency support to all customers and staff.
- Provides in-services to staff and public as requested.
- Communicates effectively with customers, staff, residential providers, and all others regarding health issues.
- Contacts pharmacies with prescription orders as needed.
- Actively participates as a member of the Behavior Treatment Committee, as assigned.

To apply, submit your resume and cover letter by email to the HR Office:

Chris Johnson, Personnel Specialist, cjohnson@vbcmh.com
Human Resources Office, PO Box 249, Paw Paw, MI 49079

Equal Opportunity Employer

Approved by:


Debra Hess, CEO

