

Van Buren Community Mental Health
NOTIFICATION OF EMPLOYMENT OPPORTUNITY
Effective: May 3, 2019

Title: Registered Nurse		Position Number: C553141
Program: Adult & Family Services Division - Med Clinic	Office Location: Paw Paw	Status: Regular Full-Time; 37.5 hrs/wk
Union: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Salary Scale: \$41,513-\$51,653 per year

Basic Responsibilities:

Ensures customers receive appropriate and necessary monitoring of response to psychiatric medications. Functions as part of a team under the indirect supervision of the agency physicians. May travel to various agency sites throughout the county to provide services.

Summary of Required Qualifications:

- License as a Registered Nurse in the State of Michigan, including meeting ongoing CEU requirements and maintaining CPR certification.
- Demonstrated knowledge of nursing practice as it relates to working with individuals with mental illness.
- Ability to communicate effectively and comprehensively in verbal (including via telephone), 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:

- Assists in medication clinics.
- Reviews, monitors, administers, and documents medications and medication-related activities, as ordered by agency physicians.
- Collects specimens as ordered by agency physicians.
- Places medication orders as directed by agency physicians and ensures appropriate and timely documentation, including obtaining pre-authorizations as necessary.
- Monitors customer's response to psychotropic medications.
- Provides and documents customer health education as needed.
- Provides and documents person-centered, recovery-oriented, trauma-informed nursing care assessments and Treatment Plans as assigned.
- Provides nursing consultation to staff regarding customer health care needs. Arranges and provides in-service trainings for professional development.
- Links and coordinates information between agency physicians/staff and other physicians as needed for integrated care.
- Completes all necessary paperwork and documentation.

To apply, submit your resume and cover letter to the Human Resources Office:

Human Resources Office, 801 Hazen Street, Suite C, PO Box 249, Paw Paw, MI 49079
 Contact: Christine Johnson at (269) 655-3313 or cjohnson@vbcmh.com

Equal Opportunity Employer

Approved by:

Debra Hess, CEO

