

POSITION DESCRIPTION**WELLNESS RECOVERY CENTER RN**

Wellness Recovery Center
Center for Access and Case Management
Region Ten Community Services Board

JOB TITLE: Wellness Recovery Center RN

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position. The incumbent serves as a Wellness Recovery Center Nurse in Region Ten Community Services at the Charlottesville Wellness Recovery Center. In this capacity he/she has responsibility for monitoring the physical health and safety of persons enrolled in the Wellness Recovery Center, providing delivery and administration of medications, monitoring the same as practiced by Para-professional staff trained in medication administration, communicating to other health care practitioners regarding clients health status and for providing consultation to other Wellness Recovery Center staff regarding health care issues.

The incumbent reports to the Director of Wellness Recovery Center and performs duties by proceeding alone under standard practices and referring questionable situations to the supervisor. In carrying out position duties, he/she performs in accordance with applicable professional ethics and standards and established Region Ten policies.

The HIPPA access level for this position is Level Two

The essential functions of this job are starred below (*) under "Major duties."

MAJOR DUTIES:

1. *Assumes responsibility for the medication program including: ordering, delivery and administration of IM and oral medications and necessary medical supplies, working directly with the State Aftercare and local pharmacies.
2. *Practices good venipuncture techniques.
3. *Assists clients and their case managers needing referral to other medical facilities.
4. *Gives consultation to other clinical staff regarding health care issues and communicates Aftercare policy changes.
5. *Maintains complete and current clinical records and service provider data.
6. *Monitors the ordering and tracking of atypical medication and controlled drugs. Reviews laboratory results and reports variances to doctors.
7. In collaboration with the team, coordinates and administers a comprehensive health history, making appropriate referrals as needed for further assessment and treatment.
8. Teaching medication education (groups and individual).
9. Teaching other health and wellness related classes.
10. Teaching symptom education to enable clients to identify their mental illness symptoms.
11. Case coordination and referral duties.
12. Provide ongoing assessment of participants mental illness and physical symptoms as well as their response to treatment. Communicates these changes to the treatment team and make appropriate changes in treatment plans to ensure immediate and appropriate interventions are provided.
13. Provide direct clinical services to participants on an individual, group, and family basis to teach behavioral symptom-management techniques to alleviate and manage symptoms.

QUALIFICATIONS:

The incumbent in this position must be a graduate of an accredited program and be registered (RN) to practice in the Commonwealth of Virginia. In order to ensure the safe and efficient fulfillment of any travel on behalf of the Board, a valid Virginia Driver's license plus an acceptable driving record as issued by the Division of Motor Vehicles are required. For use of a personal car to conduct business, a certificate of valid personal automobile insurance must be provided. The incumbent must possess the following knowledge, skills and abilities:

Knowledge of: psychopharmacology, serious mental illness; blood-drawing techniques; medical issues related to mental illness; family, biological sciences and disease processes; substance abuse symptomatology; medications - side effects.

Skills in: assessing nursing needs of the seriously mentally ill; planning appropriate intervention; dispensing medications including IM injections and drawing blood; providing consultation; record keeping; communication with a wide range of people.

WELLNESS RECOVERY CENTER RN

Center for Access and Case Management – Region Ten Community Services Board

Page 2

Abilities to: establish positive care-giving relationships with seriously mentally ill individuals; inform clients about medications and health care issues; dispense medications and draw blood safely; provide consultation; communicate effectively; complete paperwork; work cooperatively.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS:

This position is evaluated according to the Clinical Provider Performance Evaluation Standards.

POSITION LOCATION:

Wellness Recovery Center
504 Old Lynchburg Road
Charlottesville, VA 22903

POSITION ORGANIZATIONAL CHART:

Director Wellness Recovery Center
|
Wellness recovery Center RN

SALARY: 20 \$48,104.63 annually
\$4,008.72 monthly

SCHEDULE: 40 hours weekly; flexible schedule

Position Description Update: July 1, 2008