

POSITION TITLE: RESIDENTIAL NURSE

CENTER:	Adult Rehabilitative Services		DEPARTMENT:	124- Medical 361- Mohr Center 363- Women's Center	
LOCATION:	Varies				
FSLA STATUS:	Non-Exempt		INCLEMENT STATUS:	Non-Essential	
GRADE:	Grade 9- LPN Grade 11- RN	SCHEDULE:	PRN	GROUP:	40

GENERAL STATEMENT OF RESPONSIBILITIES: This is a PRN nursing position providing focused clinical support to Residential programs within Region Ten Community Services Board.

The PRN Nurse (LPN/RN) supports essential admission-related functions including medical triage, nursing admission assessments, medical pre-screens for referrals, and medication administration oversight. The PRN nurse ensures that all assigned clinical tasks comply with federal and state regulations, Board of Pharmacy requirements, and Region Ten policies.

In this capacity, the PRN nurse performs focused clinical assessments, reviews medical documentation for admissions, provides triage support for consumer health concerns, and oversees medication processes in collaboration with prescribers, pharmacy partners, and program leadership. The PRN nurse documents all encounters accurately and maintains professionalism and responsiveness while working across both program sites as needed.

The PRN nurse reports to the Nursing Director and collaborates with the primary residential nurse and residential leadership. This position is supervised by the Lead Medical/Residential nurse. Independent clinical judgment, flexibility, and strong assessment skills are essential.

MAJOR DUTIES:

1. *Perform triage for medical concerns, providing timely nursing assessment and recommending appropriate disposition (monitoring, urgent appointment, ED referral, etc.).
2. Assists with admission medical assessments for consumers entering Mohr or Women's Center programs as needed.
3. *Complete and/or review medical pre-screens and medication pre-screens for incoming referrals to determine admission readiness.
4. *Verify accuracy of prescriber orders and medication information prior to admission and ensure discrepancies are resolved before entry.
5. *Provide medication administration oversight, including medication reconciliation, review of QuickMAR entries, and ensuring alignment with current prescriber orders.
6. *Assist with medication-related triage, including addressing missed doses, side effects, and urgent medication questions from staff.
7. *Communicate clinical findings and concerns to prescribers, pharmacists, program leadership, lead medical/residential nurse, and the Nursing Director in a timely manner.
8. *Review laboratory results and other medical documentation when available and communicate findings that impact admission or ongoing safety.
9. *Ensure that infection control standards, medication room protocol, and basic medical supply oversight are upheld during assigned shifts.
10. Provide brief health education to consumers related to medication, wellness, and self-care during admission or triage encounters.
11. *Document all assessments, triage interactions, and admission-related activities accurately in Credible.
12. Collaborate with residential nursing team and program staff to ensure adherence to medical workflows, including medication administration and medical documentation processes.
13. *Participate in follow-up for medication variances or concerns, notifying the lead medical/residential nurse and the Nursing Director of any issues requiring escalation.
14. Perform other nursing duties as assigned within the scope of PRN support and professional nursing practice. Other duties as assigned. These duties may take place in other departments within Region Ten CSB. Hours are variable.

*Essential job duties

QUALIFICATIONS:

EDUCATION: Graduate of an accredited School of Nursing

EXPERIENCE: Minimum one year of nursing experience preferred, ideally in behavioral health, substance use, or community health settings.

CERTIFICATION/LICENSE: Current Registered Nurse license in the Commonwealth of Virginia; Current CPR certification and valid Virginia driver's license with acceptable driving record.

KSAS

Knowledge of: Proficiency with Credible and QuickMAR electronic systems preferred.

Skills in: Comprehensive knowledge of psychopharmacology, substance use treatment, and co-occurring medical conditions. Strong assessment, care coordination, and triage skills.

Abilities to: Excellent organizational and communication skills, including the ability to balance competing demands across residential programming.

POSITION ORGANIZATION CHART:

Nursing Director

|

Residential Nurse

I have reviewed this job description and acknowledge the duties as well as the included KSA (knowledge, skills, abilities). I also understand the performance standards as they apply to this position.

Signature

Name Printed

Date

Position Description updated: August 14, 2026