

CHOICES

JOB DESCRIPTION

JOB TITLE:	REGISTERED NURSE (RN)
REPORTS TO:	Prescribing Clinician / ACT Team Leader
DESCRIPTION STATUS:	EXEMPT
SALARY:	DOE
HOURS:	Full time, M-F, 9am – 5pm

POSITION SUMMARY

The **Registered Nurse (RN)** is an integral part of the trans-disciplinary Assertive Community Treatment (ACT) team, who provides flexible, community based ACT services designed to promote stability, recovery and community integration of formerly homeless individuals who have a mental illness and abuse substances. The RN maintains a primary caseload of 4-8 clients and in collaboration with the transdisciplinary team coordinates and provides, in a compassionate and responsible manner, ACT services for all clients on the team. Responsibilities are implemented within the framework of agency policy, professional ethics, legal scope of practice and regulatory guidelines. Examples of work are listed, but not limited, to those below:

Assertive Community Treatment (ACT) is a client-centered, recovery-oriented behavioral health service delivery model. ACT is designed specifically for persons who have the most severe and persistent mental illnesses, have severe symptoms and impairments, and who historically have not benefited from traditional outpatient programs.

ESSENTIAL JOB FUNCTIONS:

(Responsibilities, Accountabilities, and Competencies; May not include all duties of this job)

A. JOB DUTIES

- Collaborate with ACT team members to coordinate client health services.
- Works collaboratively with ACT Team Leader and assists team with case management needs.
- Perform Health Assessments.
- Maintain, in collaboration with ACT Team, schedule for client prescriptions
- Transcribe Provider order and update Medication Administration Records
- Administer IM's and vaccines, plant and perform phlebotomy as per Provider orders.
- Monitor client vital signs, glucose, side effects of medications, etc and report findings as required
- Provide continuous client education re: mental illness, medication, and health issues
- Work with team and client in developing/following the optimal treatment/service plan

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- Collaborate with psychiatrists and nurses in developing/delivering Health & Fitness Initiatives
- Engage identified clients in medical services, on site and in the community
- Provide health related in-service training and education for staff
- Serve as a health care resource to clients, families, staff and significant others
- Participate in facilitating crisis interventions, referrals and hospitalizations as appropriate
- Communicate with hospital staff re: optimal treatment/discharge
- Document all services provided in compliance with regulations
- Perform related work as assigned

A. CORE VALUES

Demonstrate personal and interpersonal qualities that support the core values and mission of CHOICES, Inc. and the Peer Bridger Program. Have an unwavering belief in the power and possibility of recovery and absolutely believe that all individuals can lead full, rich and productive lives.

MISSION: Consumers having ownership in creating effective services (CHOICES)

PRINCIPLES OF RECOVERY:

Recovery is holistic, embraces culture, supported by peers, self-directed, springs from hope, and is a reality.

Rehabilitation services are person-centered, involve family and friends, anchored in the community, strength-based, use peer supports and honor partnerships.

CORE VALUES: Services are flexible, comprehensive, wellness driven and effective

REQUIRED ESSENTIAL JOB QUALIFICATIONS:

- Licensed as Registered Nurse by State of Alaska Board of Nursing required
- Experience/training in community based services
- Able to meet monthly billing requirement (discuss with Supervisor)
- Comfortable working with SMI clients
- Experience with dually diagnosed population
- Excellent verbal and written communication skills; excellent computer skills
- Knowledge of Microsoft Suite and Outlook
- Patience, creativity, flexibility, compassion and sensitivity to underserved persons with disabilities
- Efficient
- English with native language preferred, but not required.
- Able to pass an extensive state and federal background check
- Valid AK Driver's license with 5 year clean driving record.
- Negative TB test results

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- Knowledge of AKAIMS preferred, but not required.
- Other duties as assigned

We are an EEO, ADA, & AA employer

This Job Description reflects CHOICES, Inc.'s best effort to describe the essential functions and qualifications of the job described. It is not an exhaustive statement of all the duties, responsibilities, or qualifications of the job. This document is not intended to exclude an opportunity for modifications consistent with providing reasonable accommodation. This is not intended to be a contract. Your signature indicates you have read this Job Description and understand the essential functions and essential qualifications of the job.

Duties performed are typically in a community setting. Frequent sitting. Long periods of standing and walking. Some lifting of 50 lbs or less and some stooping, squatting and bending

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have received and read the CHOICES, Inc. RN Job Description. I agree to keep it readily available and to refer to it often.

Employee Printed Name: _____ Date: _____

Employee Signature: _____