

POSITION DESCRIPTION



Job Title: Staff Nurse (Licensed Practical Nurse)

Department: Crisis Residential Unit

Reports To: Director of Nursing

Classification: Hourly

Revised: 07/12

GENERAL DESCRIPTION:

Working under the supervision of a registered nurse, in an intensive crisis residential setting, provides for the promotion of health and abilities, prevention of illness and injury, and alleviation of suffering through the assessment and treatment of physical and behavioral health condition. Partners with a trauma informed, recovery oriented, multi-disciplinary team to optimize healthy lifestyle choices for the population served. Maintains the overall responsibility for meeting the health care needs of individuals served, in collaboration with physicians, with the goal of health care integration.

JOB FUNCTIONS:

- Contributes to a welcoming atmosphere
- Initiates the Nursing Admission Assessment on all consumers, if not already initiated or completed in OACIS, and forwards this to the Registered Nurse for review, completion, and signature within 24 hours of admission
- Prioritizes and/or revises treatment objectives as needed
- Collaborates with individual's established community health care team regarding chronic conditions and changes of status. Obtains signed release of information to maintain continuity of care. Makes appropriate referrals of individuals lacking a current team
- Provides first aid and general nursing care of chronic or non-urgent health conditions
- Provides crisis intervention for individuals in acute psychiatric distress
- Assesses need for emergent medical and psychiatric care in seriously unstable individuals, consulting with physician, Registered Nurse, CRU Program Manager or CRU team as needed. Coordinates transfer of care to the appropriate health facility if warranted
- Obtains physician orders in person, by telephone, or fax machine and transcribes them accurately into the medication administration record. Implements standing orders. Accepts supervision from and consultation from physician and registered nurse as needed
- Participates in all team treatment planning meetings
- Participates in nursing change of shift report, ensuring that appropriate information is communicated to the next shift and that previous shift's incomplete work is identified for completion
- Provides medication education and assures medication consents are signed prior to medication administration. Facilitates obtaining discharge medications and/or prescriptions in collaboration with the Recovery Follow-Up Specialist. Reviews medication education and dosing instructions at the time of discharge.
- Administers medications per physician order, monitors and documents use, effectiveness and side effects
- Reports all unusual events or medication errors committed or observed
- Maintains accurate count and safe storage of all controlled substances
- Orders medications and medical supplies, communicates with pharmacy as needed
- Participates in collection of laboratory specimens. Monitors testing results and communicates

findings to physician as needed

- Completes medical treatments and procedures as ordered by the physician
- Conducts trauma informed, recovery oriented health and wellness focused groups
- Provides consultation to Program Manager about medical clearance issues of new referrals
- Communicates with all referral sources to clarify any questions and facilitate a safe transfer to the CRU
- Provides calm, accurate health care information to entire CRU team, consulting with the Oakland County Health Department and other Common Ground nurses and physicians as needed
- Provides detailed, accurate and timely documentation
- Participates in training and orientation of new employees
- Adhere to established Quality Improvement Indicators
- Adheres to established Program and agency policy and procedures
- Functions as a shift leader at direction of Program Manager
- Perform other duties as assigned

SUPERVISION: None

MINIMUM QUALIFICATIONS:

- Licensed as a Practical Nurse in the state of Michigan
- 1+ year nursing experience (psychiatric nursing experience preferred)
- Valid driver's license and clean driving record.

KNOWLEDGE, SKILLS, ABILITIES:

- Knowledge of the Standards and Scope of Nursing Practice and nursing process
- Knowledge of general nursing and psychiatric nursing principles, practices and techniques
- Knowledge of basic psycho-trophic medication and psychiatric diagnosis
- Ability to provide direct care and treatment for individuals in acute psychiatric crisis.
- Knowledge of most common chronic health conditions and co-occurring conditions in this population and/or willingness to increase knowledge base
- Ability to provide general nursing care to individuals with chronic health conditions, including substance withdrawal and assess the need of emergent care
- Ability to relate to a diverse population of individuals which includes a variety of abilities, ages, gender orientations, economic, education, cultural backgrounds
- Ability to apply trauma informed, recovery oriented principles and values in the treatment of all people served
- Excellent communication skills, both written and verbal.
- Maintains professional communication in all internal and external contacts
- Ability to work independently in and apply critical thinking/decision making skills
- Ability to work with multi-disciplinary team successfully
- Knowledge of current behavioral management de-escalation techniques
- Ability to deal with volatile situations in a safe, calm, caring manner
- Proficiency in MS Office – Word, Excel, Outlook; basic computer skills
- Demonstrated ability to work positively with consumers, co-workers, supervisors

JOB CONDITIONS AND REQUIREMENTS:

- The work environment may subject staff to behavioral and medical problems that could be physically hazardous.
- Works in a residential/clinical environment
- Adheres to Common Ground policy on confidentiality.

Employee Signature

Date

Human Resources Witness

Date