



DEPARTMENT OF DEVELOPMENTAL SERVICES
CENTRAL OFFICE
JOB OPPORTUNITY
NURSE CONSULTANT (DEVELOPMENTAL SERVICES)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: 460 Capitol Ave., Hartford
Job Posting No: 109353
Hours: 35 hours/week – Monday - Friday (1st shift)
Salary: \$71,703 * – \$96,205 (HC-28) *employees new to state service start at beginning of range
Closing Date: September 22, 2014

This Nurse Consultant position is assigned to the Waiver Services Division at the Department of Developmental Services (DDS). This position will support the moving of individuals from institution care to the community under the MFP (Money Follows the Person) federally funded program.

Examples of Duties:

Implements, coordinates, and evaluates activities of assigned programs or health care services; maintains active liaison with and serves as nursing consultant to other sections, divisions, health care providers and public; may inspect and evaluate health care and psychiatric facilities for compliance with state and federal regulations including licensure and certification laws; assesses safety and quality of client care provided; assesses compliance of health insurance companies with various state statutes, regulations and guidelines; Provides consultation and reviews, evaluates and authorizes requests for medical placement services or equipment for clients covered under medical assistance programs; evaluates requests from health care providers asking to be included in medical assistance programs and offers consultation regarding interpretation of programs, policies and regulations; On a state-wide basis, plans, reviews and evaluates the coordination, assessment and monitoring of health services. Provides consultation to community health care providers, private residential and day program providers and families. Recommends standards of care for State and private facilities; performs related duties as required.

The incumbent in this position is required to travel throughout the state of CT.

General Experience: Four (4) years of experience as a professional nurse in a position involving supervision, consultation, education or administration.

Special Experience: Two (2) years of the General Experience must have been in the area nursing for persons with mental retardation.

Substitution Allowed:

1. A Bachelor's degree in nursing may be substituted for one (1) year of the General Experience.
2. A Master's degree in health services administration, nursing or public health may be substituted for one (1) additional year of the General Experience.

Special Requirements:

1. Incumbents in this class must possess and retain a current license as a registered professional nurse in Connecticut.
2. Incumbents in this class will be required to travel.

Preferred Skills & Experience:

- Experience successfully transitioning individuals from nursing home settings to the community.
- Experience developing community care plans.
- Experience working with electronic case records.
- Ability to work with transition teams.
- Thorough knowledge of operating systems including Outlook, Word, Excel, etc.
- Good written and verbal communication skills.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DSW Classification Series:

Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

Application Procedure for All Other Applicants:

Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide 2 letters of reference.

All application materials must be received by 11:59 p.m. on the closing date indicated above.

Incomplete application materials will not be considered.

Send application materials to:

**Department of Developmental Services — Central Office
460 Capitol Avenue
Hartford, CT 06106**

Attn: Ms. Selestian Patterson

Email: DDS.CO.Recruiting@ct.gov Phone: 860-418-6129 Right Fax: 860-920-3045

Application materials can be emailed, faxed, or mailed.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.