

**EMPLOYMENT OPPORTUNITY**  
Connecticut Valley Hospital  
**ADVANCED NURSE PRACTITIONER--CV 99044**

[PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** The Public

**Location:** Administrative Support Services Division – Connecticut Valley Hospital, Middletown, CT

**Program/Unit:** Ambulatory Care Services

**Shift/Schedule/Hours:** 1<sup>st</sup> shift / 8:30 a.m. - 3:00 p.m./ Monday - Friday / Part-Time ~ 30 hours weekly

**Posting Date:** October 13, 2011 **Closing Date:** October 28, 2011

**Job Posting No.:** CV 99044

**Duties may include but not limited to:** Provides appropriate advanced nursing and/or health care to assigned patients; interviews, examines and admits patients to treatment; examines diagnoses and treats patients with mental health/substance abuse and forensic issues; provides treatments, assesses emergencies, and orders diagnostic studies and laboratory tests; analyzes and interprets laboratory reports, x-rays, and other reports and findings; prescribes appropriate psychotropic medication and evaluates patient response to medications and makes adjustments accordingly; prescribes, conducts and administers group, individual, family psychotherapy and other forms of specialized therapy; participates in the development of and monitoring of integrated treatment plans; collaborates and coordinates treatment with other multidisciplinary team members; makes rounds to check on care and progress of patients; responds to emergency codes within the facility; attends court hearings as a state witness; transfers patients to different levels of care as appropriate; performs discharge planning and aftercare arrangements; documents in the medical record in adherence to CVH policies and procedures; prepares required reports according to hospital policy, and regulatory entities; attends required Medical Staff meetings and meets obligations set forth in the Medical Staff By-Laws regarding credentialing/privileging, committee participation and continuing education requirements; demonstrates knowledge of ethical standards and boundaries; provides education and shares clinical expertise with nurses and paraprofessional staff; utilizes computer technology to perform appropriate job functions; performs other related duties as assigned.

**General Experience:** A current license as an advanced practice registered nurse issued by the Connecticut Department of Public Health.

**Special Requirements:** Must possess and maintain a current Motor Vehicle Operator's License.

**Eligibility Requirement:** DMHAS employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. DMHAS employees who possess the general and special experience and/or special requirement may apply for promotion opportunity.

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

**Application Instructions:**

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

To be considered for this position, Individuals must complete the State Employment Application for Examination and Employment (CT-HR-12). Resume and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**Doreen Clemson, HR Associate**  
**Human Resource Services Center – Employment Services**  
**P.O. Box 1508, 460 Silver Street, Middletown, CT 06457**  
**Fax: (860) 262-6770**  
**E-mail: [Deb.Marquis@po.state.ct.us](mailto:Deb.Marquis@po.state.ct.us)**

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities)

**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.

**TO ENSURE YOUR LATERAL TRANSFER REQUEST OR APPLICATION IS PROPERLY RECEIVED AND PROCESSED  
PLEASE READ THESE INSTRUCTIONS BEFORE APPLYING TO DMHAS POSTINGS**

**STATE OF CONNECTICUT  
DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS)  
HUMAN RESOURCES SERVICES CENTER/EMPLOYMENT SERVICES DIVISION**  
*Shaping a quality, diverse workforce through competence, commitment and pride.*

Thank you for your interest in employment opportunities with the Department of Mental Health and Addiction Services (DMHAS). DMHAS promotes and administers comprehensive, recovery-oriented services in the areas of mental health treatment and substance abuse prevention and treatment throughout Connecticut.

**To be considered as a valid candidate for employment opportunities with the Department, please follow the instructions on the individual DMHAS postings.**

The DMHAS postings, Lateral Transfer Request Form and State Application for Examination or Employment (CT-HR-12) with the DMHAS Addendum to the State of Connecticut Employment Application (CT-HR-12) can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities).

**Lateral Transfer Request Forms and State of Connecticut Employment Applications (CT-HR-12) must be received by the DMHAS Employment Services Division on or before midnight of the posting closing date.**

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Employment Application (CT-HR-12). Remember to attach copies of applicable academic certificates/diplomas (i.e. Masters' Degree), certifications and licenses.

There are three ways to submit the DMHAS Lateral Transfer Request Form and/or this page and the State of Connecticut Application for Examination or Employment (CT-HR-12):

- Fax: 860-262-6770 this page and State of Connecticut Application (CT-HR-12) (preferred method) - **The fax receipt is your confirmation that the Employment Services Division received your form/application.**
- Send this page and the State of Connecticut Application (CT-HR-12) via US mail: DMHAS Employment Services Division, P.O. Box 1508, 460 Silver Street, Middletown, CT 06457
- E-mail this page and State of Connecticut Application (CT-HR-12) (e-mail address can be found on posting)

All DMHAS prospective employees are subject to clearance through appropriate criminal background, Office of Inspector General Federal Sanctions check, State of Connecticut Departments of Children and Families and Developmental Services abuse and neglect registries and reference checks as well as a pre-employment physical which may include but not limited to medical history, drug testing results, limited functional capacity evaluation, laboratory reports, and other medical information. Employment is contingent upon successful clearance through these processes. A valid driver's license is required for certain positions.

Some positions require taking and passing a state examination. Visit <http://das.ct.gov/employment> of the Department of Administrative Services' (DAS) **examination announcements.** [To apply for DAS examinations, please follow the examination instructions on the DAS examination announcement.](#)

DMHAS positions will be filled in accordance with State policies and procedures and established reemployment, transfer, promotion and SEBAC employment obligations.

DMHAS has many locations across the State of Connecticut. Please indicate your location choice(s):

<input type="checkbox"/> Connecticut Valley Hospital (Middletown) (General Psychiatry, Addiction Service-Middletown, Forensic, Administrative and Support Divisions) <input type="checkbox"/> Addiction Service - Blue Hills Hospital-Hartford <input type="checkbox"/> River Valley Services (Middletown) <input type="checkbox"/> Southeastern MH Authority (Norwich) <input type="checkbox"/> Connecticut Mental Health Center (New Haven) <input type="checkbox"/> Capitol Region Mental Health Center (Hartford)  Office of the Commissioner <input type="checkbox"/> Statewide Locations <input type="checkbox"/> Hartford	<input type="checkbox"/> Southwest CT Mental Health System <input type="checkbox"/> Greater Bridgeport Community MH Center (Bridgeport) <input type="checkbox"/> F.S. Dubois Center (Stamford)  <input type="checkbox"/> Western CT Mental Health Network <input type="checkbox"/> Torrington Area Office (Torrington) <input type="checkbox"/> Administrative Office (Waterbury) <input type="checkbox"/> Danbury Area Office (Danbury) <input type="checkbox"/> Waterbury Area Office (Waterbury)
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If you have questions or need further information, please call 860-262-6749 between the hours of 10:00 a.m. and 3:00 p.m.

**DMHAS is an Affirmative Action/Equal Opportunity Employer. Members of protected classes and/or individuals in recovery are encouraged to apply.**