



Department of Development Services – West Region  
JOB OPPORTUNITY  
CLINICAL NURSE COORDINATOR (General)  
ROWLAND GOVERNMENT CENTER - WATERBURY

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

**Open To:** Public

**Position:** Clinical Nurse Coordinator (General) – Full time (70 hr.)

**Location:** Rowland Government Center, Waterbury – Private Division

**Job Posting No:** 015619

**Hours:** 1<sup>st</sup> Shift ~ 8:30am – 4:00pm Monday – Friday; Regular Days Off Saturday, Sunday

**Salary:** \$2,197.97

**Closing Date:** April 7, 2014

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer. Those candidates appearing on Re-employment or SEBAC lists must be given first consideration.

**Examples of Duties:** Duties consistent with the Clinical Nurse Coordinator (General) job classification. The position will provide and oversee nursing services delivered to the private sector of DDS. DDS is responsible to provide oversight and monitoring of the nursing services provided to individuals. The CLA sites support residents with medical and behavioral needs. The medically and behaviorally challenged consumers who present with multiple diagnoses requiring skilled nursing assessment, oversight, interventions e.g. nursing delegation, ongoing incidental teaching, and specialized care plan guidelines. Writes clinical program objectives, policies, procedures and manuals; conducts consumer health assessments; develops, implements and reviews consumer health care plans; participates or chairs consumer centered interdisciplinary teams; interviews consumer; accompanies consumer on visits to treatment programs or placement settings; follows up on consumer care in community programs to assure consumer in least restrictive environment; assures continuity of care to prevent recidivism; acts as a liaison to the private agencies, the community based physicians, the resident's families/guardians and acts as a consultant to day services. Maintains records of consumer progress or failure after placement; develops community health resources and provides on-going consultation and monitoring of services; acts as a resource person to staff and community; prepares reports and statistical summaries; may clinically supervise direct care staff in execution of clinical programs; may develop and conduct inservice educational programs for staff and families; may perform recordkeeping functions; performs related duties as required.

**Knowledge, Skills and Abilities:** Knowledge of nursing principles and clinical therapeutic models of patient and/or consumer care with emphasis on interdisciplinary team approaches as related to parenthetical title. Knowledge of individual treatment planning including impact of medical insurance program requirements for reimbursement; knowledge of structure of services for consumers and their families in institutional and community oriented settings as related to parenthetical title; knowledge of aftercare facilities; considerable interpersonal skills; oral and written communication skills.

**General Experience:** Three (3) years of professional nursing experience.

**Special Experience:** One (1) year of the General Experience must have been providing consultation and evaluating the assessment of nursing services provided to individuals with intellectual disabilities.

**Substitution Allowed:** A Bachelor's degree in nursing may be substituted for one (1) year of the General Experience. A Master's degree in nursing may be substituted for one (1) additional year of the General Experience.

**Special Requirement:** Incumbents in this class must possess and retain a license as a registered nurse in Connecticut. Incumbents in this class will be required to travel. Applicant must possess or be able to obtain CPR certification.

**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 DDS Employees 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](http://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 material will not be considered.**

Send application materials to:

Department of Developmental Services — West Region  
Rowland Government Center, 4<sup>th</sup> Floor  
55 West Main Street  
Waterbury, CT 06702  
Attn: Yolette Tappin  
Fax: 203-574-8857  
**Email:** [Yolette.tappin@ct.gov](mailto:Yolette.tappin@ct.gov)

**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.