

DEPARTMENT OF CHILDREN AND FAMILIES  
JOB OPPORTUNITY

Vacancy  
CLINICAL NURSE COORDINATOR (GENERAL)  
Full time

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

**Open To:** The Public

**Location:** Hartford-Manchester Regional Offices (Hartford Area Office - 250 Hamilton Street, Hartford, CT; Manchester 364 West Middle Tpke, Manchester, CT 06040)

**Hours:** 37.50 Hours Per Week (M-F)

**Salary:** \$59,675.00-\$80,803.00 (Annually)

**Closing Date:** March 13, 2012

**Purpose of Class:** In a state facility this class is accountable for coordinating the various facets of clinical programs involving multiple wards OR for serving as liaison between the institution and community programs and placement settings.

**Examples of Duties:**

These positions will cover the Hartford and Manchester Region. These positions provide clinical consultation to Department of Children and Families Social Work staff and other professionals, and are responsible for managing the healthcare of children in the care of the Department. Writes clinical program objectives, policies, procedures and manuals; conducts client health assessments; develops, implements and reviews client health care plans; participates or chairs client centered interdisciplinary teams; interviews client; accompanies client on visits to treatment programs or placement settings; follows up on client care in community programs to assure client in least restrictive environment; assures continuity of care to prevent recidivism; applies for financial aid for client through Department of Social Services; maintains records of client 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 in-service educational programs for staff and families; may perform recordkeeping functions; performs related duties as required. Preference will be given to candidates with child and adolescent healthcare experience.

**Minimum Qualifications Required Knowledge, Skill and Ability:** Knowledge of individual treatment planning including impact of medical insurance program requirements for reimbursement; knowledge of structure of services for clients 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. Knowledge of nursing principles and clinical therapeutic models of patient and/or client care with emphasis on interdisciplinary team approaches as related to parenthetical title.

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

**Special Experience:** One (1) year of the General Experience must have been at the level of Head Nurse working with the type of clients indicated by the parenthetical title.

**Substitutions 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 Requirements:** Incumbents in this class must possess and retain a license as a Registered Nurse in Connecticut.

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

**Application Instructions:** Please send the CT-HR-12(State Employment Application), resume, letter of intent, and 3 letters of professional reference, state employees must submit 2 most recent performance appraisals for references. When applying you must include the posting #DF96656MAN.

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**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.