

**DEPARTMENT OF CHILDREN AND FAMILIES
REGION 4 (MANCHESTER REGIONAL OFFICE)
CLINICAL NURSE COORDINATOR (GENERAL)**

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

Open To: The Public
Location: Manchester Regional Office
Job Posting No: BA97026MAN
Hours: Full Time, 37.5 hours per week
Salary: \$61,466 - \$83,228 annually, [Pay grade XC-024](#)
Closing Date: December 6, 2013 close of business

The Department of Children and Families, Region 4, is currently seeking qualified licensed candidates to fill one (1) immediate full-time [Clinical Nurse Coordinator \(General\)](#) position in the Manchester Regional Office at 364 West Middle Turnpike, Manchester, CT. This position is a scheduled Monday - Friday, 1st shift position. The Clinical Nurse Coordinator at the Department of Children and Families is responsible for developing, coordinating, clinically supervising, monitoring and evaluating health services for an assigned caseload of pediatric to adolescent clients living within the community. This includes acting as a liaison between the DCF Social Workers, families and community health providers.

Example of Duties:

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 inservice educational programs for staff and families; may perform recordkeeping functions; performs related duties as required.

Minimum Qualifications

Knowledge, Skills and Abilities:

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.

Preferred Knowledge, Skills and Abilities:

Expert nursing assessment and decision making skills. Is flexible, organized and able to multitask and prioritize in a fast paced environment

General Experience:

Three (3) years of professional nursing experience.

Preferred Experience(s):

At least one (1) year of professional level clinical pediatric experience.
Community/homecare and/or Case management 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

Special Requirement:

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

Note: Non-Examined refers to Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit the CT-HR-12 [State of Connecticut Application for Employment](#), indicating the Job Posting No. BA97026MAN, a letter of intent, resume, three (3) letters or names and contact information of [professional supervisory references](#) and copies of any license, degree and certification required to:

**Department of Children and Families
Hartford Regional Office
Human Resources
Attn: Brenda Fournier
250 Hamilton Street
Hartford, CT 06106
Fax: (860) 418-8005**

State employees must submit two most recent performance appraisals in lieu of references

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.