

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
JOB OPPORTUNITY
Director of Nursing 1
Administration

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

Open To: The Public
Location: 401 W. Thames Street, Bldg. 301, Norwich, CT 06360
Job Posting No: SM25990
Hours: 1ST Shift, 8:00 a.m.-4:30 p.m., Monday through Friday, 80 hours
Salary: \$93,896 - \$128,027 (Annually)
Closing Date: January 29, 2015

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

Duties may include but not limited to: Establishes and reinforces role of community mental health nurses at SMHA; Holistic Nursing Standards and Scope of practice; Nursing activities, policy development regarding nursing, incorporating research into these; Provides Interpretation of laws of CT for RN, LPN and Advanced Practice Nursing licensure standards and standards of practice to nurses and other staff at SMHA; Role models and educates re: the highest standards of Nursing Practice; Provides consultation, supervision and education regarding Nursing Process: development, implementation and evaluation of nursing plans of care, motivates nursing staff to achieve higher level of nursing care; Provides clinical and administrative supervision to selected staff and assists with evaluation of nursing staff annually or as situations arise; Makes rounds and meets routinely with nursing staff, identifying issues of practice, client care, treatment and services delivered to clients and families, and individual problems/solutions- quality of nursing care, treatment and services provided to clients and families; Represents Nursing at all facility and Network meetings including Pharmacy and Therapeutics, Clinical Practice, Clinical Leaders, Health and Safety, Network Meetings, Utilization Review, Statewide UM, Network area Visiting Nurses, Network Providers and Managers; Develop implement and evaluate competency based Nursing orientation assessment guides; Provides didactic and self-learning packets for new nurses; Participates in Strategic Planning and Implementation of plan, management of agency as well as Incident Management Team; Intervenes in pre-crisis and crisis situations, providing direction, support and investigation of incidents and peer review; Facility leader for The Joint Commission Standards and accreditation especially regarding: Medication Management, National Patient Safety Goals, Care, Treatment and Services, Infection Control, Waived Testing/CLIA, Initiates and tracks completion of annual glucometer challenge for nurses in agency; Assesses Nursing workforce development needs (internal: nursing survey, external: Behavioral Health Homes) and develops, implements and evaluates programs such as Nursing Skills Development series; Teaches programs when needed; Works closely with Director of Education and Training in presenting/evaluating programs as well as use of LMS system; Coordinates Infection Control/Communicable disease issues within SMHA and the Network of Providers with Infection Preventionist ; Co-Lead of Pharmacy, Therapeutics and Nursing Practice Committee; Leads the development and implementation of Medication Management ; Policies and Procedures including but not limited to: Medication Management, Medication Reconciliation, Medication Variances, Look-alike – sound alike medications, Medication Cabinet Inspections; Assesses compliance with Medication certification for Supervision of Self-Administration: Psychiatric Medications (on LMS), Medications for Medical Conditions (learning packet and post- test); Participates in planning and implementation of annual Nurses' Day celebration; Provides annual DON message and outcome report at this day; Provides leadership, coordination and supervision to leadership and staff on 24 hour nursing staff residential program that serves high risk, compromised, clients who may be homeless, have co-occurring disorders with co-occurring complex medical disorders; Provides leadership and coordination with MSS Director re: Behavioral Health Homes, preparing nursing staff for roles with partners in this endeavor; Coordinates student nurse placement and internships with programs at SMHA; Provides orientation and education for them regarding role of nurse in community mental health; Cover for QM Manager UR and CIM; Cover for Clinical Director – On call, Statewide UM, SMHA.

General Experience: Two (2) years of experience in hospital nursing in a managerial or supervisory capacity at or above the level of Supervising Nurse working with the patients/clients serviced by the agency.

Special Requirements: Incumbents in this class must possess and retain a license as a Registered Professional Nurse in Connecticut. Incumbents in this position must possess and retain a valid driver's license and 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.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

To be considered for this position:

1. **All applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO: Arnetia Douglas, Human Resources Assistant, Southeastern Mental Health Authority, 401 West Thames Street, Building 301, Norwich, CT 06360. Phone: (860) 859-4651 - FAX: (860) 859-4792 Email: MHA-SMHA-RECRUIT@ct.gov

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

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. **Manager**