



# Department of ADMINISTRATIVE SERVICES Job Postings



Department of Mental Health and Addiction Services (DMHAS)  
CT Mental Health Center (CMHC)  
JOB OPPORTUNITY  
Head Nurse  
Acute Inpatient Unit 4<sup>th</sup> and 5<sup>th</sup> floors

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

**Open To: LATERAL TRANSFER LIST HAS BEEN CLEARED ALL OTHER QUALIFIED APPLICANTS MAY APPLY**

**Location:** Acute Inpatient Unit 4<sup>th</sup> and 5<sup>th</sup> floors  
**Job Posting No:** CM – 23965  
**Shift/Hours/Schedule** 2nd shift, 3:30 pm to 12:00 am - 72-72-80 every other weekend rotation and Holidays  
**Salary:** \$60,862.00 - \$82,411.00  
**Closing Date:** March 28, 2017

**Duties may include but not limited to:** Responsible for the clinical and administrative management of clinical staff including supervision of assigned professional Nurses and para- professional. May carry a caseload of selected cases in providing individual, group and family treatment. Completes comprehensive Initial Nursing Assessment, for patients with acute psychiatric and addictive problems, within 8 hours of admission, and throughout hospitalization by utilizing their psychiatric, substance abuse, nursing, and medical knowledge; Assesses, identifies and maintains safety of patients who are at imminent risk to self or others including: Risk to Fall, AWOL Risk, potential or actual substance withdrawal, and medical instability; Describes nursing care needs/problems, in behavioral terms, related to DSM V diagnoses using data collected through the nursing assessment and evaluation processes; individualized nursing care plan in collaboration with the patient, family, significant others, and the multidisciplinary treatment team; Supervises staff in the development of individualized care plans; Administers all medications in accordance with CMHC Standards of Practice and Nursing Policies and Procedures; Conducts and teaches patient debriefing following the use of seclusion and/or restraints in accordance with the Guidelines for Patient Debriefing. May assume Charge Nurse, and Team Leader, responsibilities as assigned. Independently develops, implements and evaluates nursing and/or health care plans; provides nursing consultation; conducts nursing assessments; provides admission and discharge nursing assessments including plans for continuing care; maintains records and makes reports; provides for nursing services to comply with ICF regulations and JCAHO standards; maintains records of stored and secured medications; ensures controlled drugs are properly stored, administered and ordered; independently manages and provides direct care to patients/clients; participates in individual, group or family therapy; participates as a member of an interdisciplinary team in the assessment, development, implementation and evaluation of patient/client treatment or health care plans; may participate in crisis intervention; manages an assigned caseload of other appropriate clinical activities; provides clinical direction and/or training to staff in individual, group and family service delivery programs; may provide in-service training to nursing and paraprofessional staff with regard to signs and symptoms of illness, dysfunction, injury and prevention of same; may conduct patient/client centered conferences with nursing personnel; may consult with and make recommendations to physicians concerning health needs; may make recommendations on policies or standards; may prepare reports or correspondence; performs related duties as required

**General Experience:** Two (2) years of experience as a registered professional nurse.

**Special Experience:** One (1) year of the General Experience must have been working with the type of patients and/or clients serviced by the agency.

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

**Special Requirement:** Incumbents in this class must possess and retain a current license or temporary permit as a registered Professional Nurse in Connecticut. Incumbents in this class may be required to travel.

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

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment [CT-HR-12](#) to:

**Connecticut Mental Health Center**  
34 Park Street  
New Haven, CT 06519  
203-974-7637 - FAX  
EMAIL - [CMHCRECRUITMENT@ct.gov](mailto:CMHCRECRUITMENT@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. P-1

If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA) please contact Donna Zwilling at 203-974-7639 or [donna.zwilling@ct.gov](mailto:donna.zwilling@ct.gov)