

JOB DESCRIPTION

TITLE: Psychiatric/Mental Health Nurse Practitioner

Position Definition:

Position is under the direct supervision of the Executive Clinician. Basic responsibilities is to provide medication prescribing services for Mental Health Patients. Use current methods and theory to the diagnosis, prevention, and treatment of psychosocial dysfunction, impairment, or disability, including mental, emotional, and behavioral disorders.

RESPONSIBILITIES:

- Monitor patients' medication usage and results.
- Fill out and maintain client-related paperwork, including federal- and state-mandated forms, client diagnostic records, and progress notes.
- Prepare and maintain all required treatment records and reports.
- Maintains client confidentiality in conformance with agency confidentiality policy and State laws and regulations.
- Evaluate clients' physical or mental condition, based on review of client information.
- Document patients' medical and psychological histories, physical assessment results, diagnoses, treatment plans, prescriptions, or outcomes.
- Diagnose psychiatric disorders and mental health conditions.
- Evaluate patients' behavior to formulate diagnoses or assess treatments.
- Distinguish between physiologically and psychologically based disorders and diagnose appropriately.
- Assess patients' mental and physical status based on the presenting symptoms and complaints.
- Educate patients and family members about mental health and medical conditions, preventive health measures, medications, or treatment plans.
- Write prescriptions for psychotropic medications as allowed by state regulations and collaborative practice agreements.
- Collaborate with interdisciplinary team members, including, psychologists, or counselors, to develop, implement, or evaluate treatment plans.
- Participate in activities aimed at professional growth and development including conferences or continuing education activities.
- Consult with psychiatrists or other professionals when unusual or complex cases are encountered.
- Refer patients requiring more specialized or complex treatment to psychiatrists, primary care physicians, or other medical specialists.
- Monitor the use and status of medical and pharmaceutical supplies
- Provide regular, written reports to the Behavioral Health Clinical Program Supervisor (or Executive Clinician) and additional reports as assigned.
- Other duties as assigned to support the mission of the organization.
- Maintain office area for a neat and tidy atmosphere.

Representative Knowledge, Skills and Abilities

1. Ability to establish and maintain a positive and professional relationship with co-workers, clients and visitors; cultural sensitivity and ability to relate well and effectively in diverse workplace and with a diverse client population.
2. Strong interpersonal, written and oral communication skills; proven ability to communicate with diverse audiences
3. Familiarity with current Windows operating systems (as applicable) and proficiency in required software, including currently supported versions of Windows applications such as Word, Excel, etc.
4. Ability to operate and trouble-shoot general office equipment (e.g., copier, fax, calculator, etc.)
5. Flexibility in responding courteously to immediate needs of visitors and callers; ability to establish priorities and maintain productivity despite numerous interruptions.

Physical Requirements:

Ability to with stand moderate office noise, occasionally lift up to 25 pounds, sit in chair during the majority of working time utilizing a telephone head-set. Must have no more than 20 db hearing loss in both ears, excellent hearing is an essential component of this position. Will utilize all types of visual acuity to accurately complete documents and forms necessary for department (close, distance, depth, focus adjustment, peripheral, and color), and excellent manual dexterity for machine usage.

Environmental Adaptability:

The job will not cause exposure to high-risk environmental exposure. Individual will be exposed to moderate noise environment (business office with computers, printers, and telephone).

Special Requirements:

- Must be able to qualify for insurance panels.
- Criminal/DHS background check and clearance

Education and experience required:

- MSN; Master's Degree in Advanced Practice Nurse
- PMHNP – Psychiatric Nurse Practitioner - Certified by American Nurses Credentialing Center
- Prescriptive authority in Iowa
- RN-Current State of Iowa licensure
- 2 years' experience preferred.
- Active DEA license and State CSA registration with ability to prescribe scheduled medications
- Active Malpractice insurance

Work Status:

Full Time 40 Hours-Salary- Negotiable. Or Flexible Part-time.

Benefits (Vacation/Health/Sick):

Benefits: Vacation, Sick Leave and Medical Insurance and IRA retirement program.

Salary Range:

\$90,000 to \$125,000 Negotiable