

Community Services Board
Psychiatric Nurse – Clinic
Salary: \$56,031.00 - \$75,000.00

General Description: This is a professional position. The incumbent is responsible for management of medicines and psychiatric nursing care for patients receiving mental health services.

Organization: The Psychiatric Nurse position is part of Hanover County's Career Development Program (CD). The Psychiatric Nurse Ladder has four levels: Psychiatric Nurse I, II, III and IV. Incumbents report to the Psychiatric Nurse Supervisor and supervise no staff.

Essential Functions:

- Orders medications.
- Dispenses medications.
- Maintains inventory of medications/medical supplies, stocked and dispensed.
- Observes clients for tardive dyskinesia and other side effects from psychotropic medications.
- Schedules medical appointments and acts as liaison between staff and Psychiatrists.
- Provides consultation and education services as needed regarding health issues, medications, etc.
- Performs medical procedures such as administering injections, drawing blood, etc.
- Completes paperwork, medical notes and files as required.
- Performs related work as assigned.

Working Conditions:

- A. Hazards
- May interact with challenging family situations.
- B. Environment
- Office
 - Field – May visit clients in their homes.
- C. Physical Effort
- Minimal
- D. Exempt

Knowledge, Skills and Abilities: Knowledge of Psychiatric nursing practices and medicine administration, required. Must be able to communicate effectively, both orally and in writing. Medical transcription skills, required. Must be able to establish and maintain effective working relationships with clients, families, staff, Board members and Psychiatrists.

Education, Experience and Training: Associate's degree and licensure as a LPN (with 3 years of experience in a mental health environment) OR licensure as an RN (with at least one (1) year experience working in a mental health environment) – OR – Any equivalent combination of education, experience and/or training sufficient to demonstrate the knowledge, skills and abilities is acceptable. Higher levels on the Career Ladder require additional education and experience.

Special Conditions:

- Criminal Records Check, including fingerprinting
- Valid Commonwealth of Virginia Driver's License
- TB test
- CPS (Child Protective Services) Check
- LPN or Registered Nurse License
- Twelve-month probationary period
- Schedule includes evening hours

For more information and to apply, please visit www.hanovercountyjobs.com