



## MERCER COUNTY BEHAVIORAL HEALTH COMMISSION

**DEPARTMENT:** Mobile Psychiatric Nursing

**JOB TITLE:** Mobile Psychiatric Nurse

**EMPLOYMENT STATUS:** Full-Time

**FLSA STATUS:** Non-Exempt

**HOURS OF WORK:** 37.5 hours/week

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### **OVERALL OBJECTIVE OF JOB**

This position is responsible to assist individuals with Serious Mental Illness (SMI) who are residing in a community setting who have experienced difficulties in managing their psychiatric medications as prescribed. This position will provide mobile nursing services to these individuals as indicated and assist them in the managing of their prescribed dosing, educating them as to their mental health symptomology, medication side effects, and monitor their compliance of their prescribed dosing. It is expected that as consumers gain skills and knowledge related to their medication needs, their symptoms will stabilize, their risk of hospitalization will decrease, and they will be better able to adhere to their outpatient service needs.

### **ESSENTIAL FUNCTIONS OF JOB**

1. Receive and process opening of referrals as received by the Case Management Coordinator or Lead Program Nurse as assigned.
2. Completion of initial paperwork requirements including the service intensity matrix on all assigned referrals.
3. Develop and implement a mobile medication plan for each consumer as it relates to their psychiatric medication needs identifying their measurable goals and objectives as well as the consumer's and RN/LPN role in the plan.
4. Position will administer/monitor medication compliance through scheduled face to face, collateral, and phone contact with consumers as well as consumer's treatment team including psychiatrist, primary care physician, specialists, pharmacist, case manager, peer specialist, etc
5. Position will be responsible to take vital signs on consumers including blood pressure, temperature, pulse, and record in the consumer's chart.
6. Position will monitor consumer's symptoms, medication side effects, and co-occurring physical health concerns as it relates to their care and coordinate needed intervention with the treatment team.
7. Completes timely and accurate reporting and record keeping related to service delivery as required by programmatic requirements including creating, updating, and maintaining client files and inputting data/service entries into the Susquehanna or other appropriate MIS systems.
8. Will work cooperatively with all public and private agencies including mental health providers, drug and alcohol providers, state institutions and agencies, residential programs, educational providers, community resources, and natural supports.

9. Will encounter confidential information, is responsible for adhering to all agency confidentiality policies, and must maintain strict consumer confidentiality as defined by state and federal law.
10. Will develop outcome-based data related to individuals that participate in the program related to hospital admission rates, treatment compliance/completion, and other areas as requested by Case Management Coordinator or Lead Program Nurse.
11. Position is responsible to meet department productivity standards as it relates to direct service unit expectations.

### **OTHER DUTIES OF THE JOB**

1. Participates in departmental functions to support organizational philosophies and mission.
2. Participates in Quality Assurance activities as required to ensure program compliance with State/Federal regulations and to promote and enhance the quality of program service delivery.
3. Attends agency related meetings as required.
4. Will attend and complete mandated trainings and those trainings assigned by their immediate supervisor related to job responsibilities and functions.
5. Performs other job-related duties and support services as required and assigned.

### **SUPERVISION RECEIVED**

Position will receive regular and ongoing individual supervision related to daily work duties and essential functions of the job. Supervision may encompass and include field supervision and direct observation. Supervision will also be provided through regular unit, department, and case review meetings.

### **SUPERVISION GIVEN**

None

### **WORKING CONDITIONS**

- Position will provide direct service within the consumer's home and community settings.
- Work indoors in limited workspace with adequate lighting, temperature, and ventilation.
- Works with average indoor exposure to noise, stress, and disruptions.
- Normal indoor exposure to dust/dirt.
- Works in conditions of potential outbursts or disruptive behavior of clients.

- Travels regularly for service delivery to consumers at sites outside of the office including but not limited to: consumer homes, provider agencies, educational/vocational facilities, and other community-based settings.
- Travels periodically for trainings and meetings outside of Mercer County which may involve possible overnight stays.

### **PHYSICAL AND MENTAL CONDITIONS**

- Must possess ability to record, convey and present information, explain procedures, and follow instructions.
- Must be able to sit for long periods throughout the workday, with intermittent periods of standing, walking, bending, twisting, reaching, and driving as necessary to carry out essential job duties.
- Dexterity requirements range from simple to coordinated movements of fingers/hands; feet/legs; torso as necessary to carry out duties of job.
- Must be able to lift and/or carry items such as, laptop in case, personal briefcase, work related supplies and miscellaneous objects with a maximum weight of thirty (30) pounds.
- Must apply safe lifting and carrying practices. If an item weighs more than maximum weight limit, employee must make more than one trip to carry all necessary items to their vehicle and/or to or from designated worksites.
- Occasional exerting and/or lifting of up to 50 pounds may be required for the maneuvering of equipment or supplies to and from designated worksites.
- Must be able to cope with the physical and mental stress of the position.
- Must be able to react quickly physically and mentally in the event of a disturbance or physical outbreak.
- Must be able to pay close attention to details and concentrate on work.
- Must be able to mentally react quickly to consumers' needs and/or requests as necessary as it applies to your position.

### **QUALIFICATIONS: EDUCATION/TRAINING/WORK EXPERIENCE**

- RN or Licensed Practical Nurse (LPN)
- A minimum one-year prior experience providing psychiatric nursing service in a community, residential, inpatient, or outpatient setting.
- Must possess a valid driver's license and access to reliable transportation.
- Must possess necessary clearances, i.e.; PA Child Abuse, PA Criminal Record and Federal FBI clearances.

## **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED**

- Must be able to speak and understand the English language in an understandable manner in order to carry out essential job duties.
- Must possess effective communication and interpersonal skills.
- Must possess initiative and problem-solving skills.
- Must possess ability to function independently, have flexibility and the ability to work effectively with clients, co-workers, and others.
- Must possess ability to maintain confidentiality in regard to consumer information and records.
- Must possess the technical knowledge of operating personal computers and other office equipment.
- Must possess a valid driver's license and a willingness to travel as needed.
- Must possess thorough knowledge of nursing principles and methods.
- Must possess knowledge of social, economic and health problems and resources for assisting consumers in these areas.
- Must possess ability to plan and organize work and prepare adequate records and reports.
- Must possess ability to understand and interpret laws and regulations in regard to Drug and Alcohol and MH/MR programs and services.
- Must possess ability to practice organizational and stress management skills and to practice use of good judgment in assessing needs and services of consumers.
- Must possess ability to understand basic budgeting and math skills.

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Interested candidates may submit an employment application from our website [www.mercercountybhc.org](http://www.mercercountybhc.org), or you may pick up or call for an application by contacting the Mercer County BHC office at 724-662-1550.

Please send application to:  
ATTN: Lynnett Beck, HR  
Mercer County Behavioral Health Commission, Inc.  
8406 Sharon-Mercer Road  
Mercer, PA 16137

Email to: [Lynnett.beck@mcbhc.org](mailto:Lynnett.beck@mcbhc.org)

Fax to: 724-893-1067

### **Affirmative Action/Equal Opportunity Employer**

In compliance with the Americans with Disabilities Act, the Employer provides reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the Employer.

Revised April 2019