EMPLOYMENT OPPORTUNITY

NURSING SUPERVISOR: Seeking a full time, professional RN to lead a nursing team spanning 6 counties and covering CC&T MI Outpatient and Developmental Disability programs. Provides clinical supervision, scheduling, management and advising for nursing services, staff, programs, and administration. Coordinates consumers’ health care needs with primary healthcare providers. Implements EHR. Supervises and conducts medication reviews, health care screenings. Provides health education. State of MI RN license required. Graduate from an accredited school of nursing. Two years supervisory experience and five years’ experience working with persons with mental illness required. Excellent benefits, pay scale $49,365 to $65,020. Send cover letter and resume to: H. R., North Country CMH, 1420 Plaza Dr., Petoskey, MI 49770, E-mail: hr@norcocmh.org. EOE view: www.norcocmh.org

JOB SUMMARY:
The Clinical Nursing Supervisor works under direction of physicians to provide clinical supervision and leadership for all NCCMH nursing services, staff, and nursing services administration. The Clinical Nursing Supervisor coordinates consumers’ health care needs and records with primary care and other healthcare providers. The Clinical Nursing Supervisor advises nursing staff concerning and conducts own medication reviews, health care screenings, and monitoring of appropriate use of medications by consumers.

JOB FUNCTIONS:
1. Supervises the NCCMH nursing staff and services within the scope of medical practice.
2. Responsible for medication procedures, and coordination of health and psychiatric services as directed by the Medical Director.
3. Provides clinical supervision and education for NCCMH nurses and associated staff.
4. Establishes and maintains a nursing protocol with the NCCMH employed or contracted physicians and psychiatrist.
5. Acts as chairperson for Health Services Committee which establishes scope of practice and standards of care for health services.
7. Provides input to Program Coordinators regarding health service program needs.
8. Monitors the health, side effects, and impact of medications on consumers who receive medication treatment and intervention through NCCMH.
10. Provides consultation regarding problems, and concerns with consumer health and medication issues.
11. Uses the AIMS scale to screen for tardive dyskinesia.
12. Monitors laboratory screening.
13. Acts as a liaison between consumers, the medical community and the community healthcare providers.
14. Monitors healthcare utilization and data analytics to positively impact consumers’ engagement in their healthcare.
15. Provides appropriate clinical documentation for all services provided.
16. Facilitates appropriate billing and reimbursement for services provided.
17. Monitors, recommends updates to, and supervises the infection control program.
19. Communicates changes in procedures and/or policies to staff.
20. Responsible for the scheduling of the nurses and creating the after-hours on-call schedule.
21. Performs other related duties as assigned by supervisor.

**JOB REQUIREMENTS:**

Education: Graduate from an accredited school of nursing and licensed as a registered nurse in the State of Michigan.

Experience: Two years supervisory experience and five years’ experience working with persons with mental illness in a community setting. Experience working with individuals with developmental disabilities helpful.

Other: Expert knowledge of nursing professional, state, and local standards and guidelines. Ability to communicate clearly, verbally and in writing. Lived experiences with behavioral health issues are valued.

**PHYSICAL REQUIREMENTS:**

Ability to walk, bend, stand, sit, lift up to 25 pounds with or without assistance, stretch/reach, hear, see, hand/finger dexterity. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions in accordance with applicable laws.

**OTHER REQUIREMENTS:**

- Have own phone or reliable access to messages.
- Have reliable transportation
- Ability to work within guidelines of the code of conduct, regulatory compliance plan and personnel policies.
- Supports a philosophy of service delivery that is recovery-based, person centered and culturally competent.
- Possess a valid driver’s license and have a satisfactory driving record.