

COMMUNITY MENTAL HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for providing skilled psychiatric nursing care to clinic patients to aid in prevention, treatment, and rehabilitation of mental illness and substance use disorders. The incumbent performs a variety of nursing activities as part of a multi-disciplinary team, provides health related training to other staff, and carries a therapy caseload for assigned clients. Work is performed under direct supervision of a psychiatrist along with general supervision of the Director and Deputy Director of Community Mental Health Services with wide latitude allowed for the exercise of independent judgement in performing nursing duties. Supervision is not generally a function of this position. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Provides professional nursing services as a member of a multi-disciplinary psychiatric treatment team; Organizes and implements a system of medication evaluation by physician; Assesses and identifies patient nursing care needs and prepares and carries out a nursing care plan; Participates in the intake, screening, and diagnostic evaluation of clinic patients and/or their family members; May refer clients to other agencies for a variety of needed services; Makes recommendations to fellow team members regarding emergency or continuing care and suggests alternative treatment plans; Maintains contact with agencies, including but not limited to, schools, social services, and probation officers to understand and/or overcome clients' medical and psychological problems; Advises the family of methods of dealing with or correcting emergency situations and on the availability of medical, social, and housing facilities for the patient in the community; Participates in and assists fellow team members in assessing, planning for, meeting, and evaluating patient and family member needs to aid in the formulation of a treatment plan; Assists in Community Mental Health education, consultation, and public relations activities; Attends courses and performs independent study and reading to further professional growth; Compiles and maintains a variety of records, reports, and statistical information.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principals and practices of community mental health nursing; Good knowledge of current trends and theories in the nursing care and treatment of patients with mental or emotional problems; Good knowledge of community organizations and resources available for the mentally ill; Working knowledge of abnormal signs and symptoms relating to physical, psychological, and emotional health; Working knowledge of individual and group counseling techniques; Ability to provide mental health teaching and consultation to staff and community agencies; Ability to establish and maintain cooperative working relationships with patients, families, and colleagues; Ability to communicate effectively both orally and in writing; Ability to perform close-detail work involving considerable visual effort and strain; Skill in the application of current nursing procedures and techniques of patient care; Empathy for persons with emotional and mental health problems; The employee's physical and mental condition shall be commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

A) Graduation from a four-year college with a Bachelor's Degree in Nursing AND one (1) year experience in the behavioral health field; **OR**

B) Completion of a course of study approved by the New York State Education Department as qualifying for Registered Professional Nurse AND three (3) years of full time paid (or the equivalent part-time and/or volunteer) experience as a registered nurse, counselor, caseworker, or other related direct service title in a human services program, which includes one (1) year in the behavioral health field.

SPECIAL REQUIREMENTS: Eligibility for a New York State Registered Professional Nurse's license at time of application. Possession of license and current registration at time of appointment.

NOTE: Completion of a minimum 60 semester hours in a college or university with major coursework (15 Semester hours minimum) in social science, human services or resources, education, or a closely related field may be substituted for the two years of experience in (B) above. The education must be in addition to that completed as part of the nursing program.

NOTE: Nursing experience in a hospital, doctor's office, nursing home, or other clinical setting is not qualifying in (B) above unless the experience was specifically in a psychiatric program. Other nursing experience is not qualifying.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

Adopted 1/8/2020

Revised 7/16/2020; 7/13/23