

Community Mental Health Nurse Tompkins County

Classification: Competitive
Labor Grade: White Collar Grade 16
Approved: 06/28/83
Revised: 3/84; 4/88; 5/91; 9/91; 1/03; 7/16; 4/24
By: HB, Deputy Commissioner of Human Resources
BBP Risk Factor: At Risk Position

MINIMUM QUALIFICATIONS:

- (a) Graduation from a regionally accredited or New York State registered four year college with a Baccalaureate Degree in Nursing; **OR**
- (b) Completion of a course of study approved by the New York State Education Department as qualifying for Registered Professional Nurse **AND** two 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 service program or in a psychiatric program in a hospital or other health care facility.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

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 regionally accredited or New York State registered 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, doctors 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.

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. 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 general supervision of the 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:

- Provides professional psychiatric nursing service as a member of a multi-disciplinary psychiatric treatment team;
- 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;
- Visits patients' homes to identify factors in the social, psychological and physical environment which may contribute to the disability;
- 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 such as 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;
- Provides in-service psychiatric nursing education, orientation and consultation to staff and other community agencies;
- Attends courses and performs independent study and reading to further professional growth;
- Compiles and maintains a variety of records, reports and statistical information.
- 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.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- 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, either with or without reasonable accommodation.

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