

Nurse Practitioner in Psychiatry Tompkins County

Department: Mental Health Department
Classification: Competitive
Labor Grade: S (19)
Approved: 0
Revised: 03/13
By: AF, Commissioner of Personnel
BBP Risk Factor: 3

MINIMUM QUALIFICATIONS:

The applicant must possess a valid New York State License and current registration to practice as a Nurse Practitioner in Psychiatry at the time of application. The successful candidate will be required to maintain such license and registration for the duration of employment.

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

Note 1: A Nurse Practitioner in Psychiatry is defined as an individual who is currently certified as a Nurse Practitioner with an approved specialty area of psychiatry (NPP) by the New York State Education Department to practice as such.

Note 2: A driver's license is not required; however the applicant must be able to demonstrate the ability to meet the occasional transportation requirements of the position to the satisfaction of the Commissioner of Mental Health.

DISTINGUISHING FEATURES OF THE CLASS

This is a professional position encompassing a full range of responsibilities within the Mental Health Department. A Nurse Practitioner in Psychiatry is a health care provider licensed by the State of New York with advanced academic and clinical experience. Nurse Practitioners in Psychiatry may diagnose, treat, and prescribe exclusively and autonomously within their designated specialty area of practice in collaboration with a licensed psychiatrist. In addition to completing psychiatric assessments, consultations, psychotropic medication treatment, and injectable psychotropic medication administration with monitoring and education, the Nurse Practitioner in Psychiatry is also qualified to complete health physicals and health monitoring services in a Community Mental Health setting. As a member of the interdisciplinary treatment team, the Nurse Practitioner in Psychiatry will also provide counseling and education to patients to aid in the understanding, prevention, treatment, and rehabilitation of various types of physical or mental illness. The incumbent will work under the general direction of the Medical Director and departmental psychiatrists. Supervision is exercised over the work of clinical and administrative staff as needed. The Nurse Practitioner in Psychiatry will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

- Participates as member of a multi-disciplinary treatment team;
- Completes in-depth psychiatric assessments;
- Provides psychiatric consultation as necessary;
- Provides psychotropic medication treatment and management;
- Provides health physicals and health monitoring services to clinic clients as needed;
- Provides education regarding mental illness, physical illness, chemical dependency, and medication management to clients, families, and colleagues as needed;
- Makes recommendations to fellow team members regarding emergency or continuing care and suggests alternative or adjusted treatment plans;
- Collaborates and consults with psychiatrists as needed;
- Participates in and assists fellow team members in assessing, planning for, meeting and evaluating patient and involved family member needs to aid in the formulation of a treatment plan;
- Assists in Mental Health education, consultation, and public relation activities;
- Provides in-service health or psychiatric education, orientation and consultation to staff and other community agencies;
- Attends courses and performs independent study and reading to further professional growth; Provides documentation that adheres to the departmental Compliance Plan, policies, procedures, and the laws and regulations of New York State;
- Analyzes data for quality assurance, utilization review and other purposes; Provides clinical and administrative supervision of

staff as needed;

- Provides smoking cessation services to clients as needed;
- Completes all required documentation in a timely manner;

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Thorough knowledge of assessment and treatment of mental illness;
- Thorough knowledge of psychopathology;
- Thorough knowledge of psychopharmacology;
- Thorough knowledge of abnormal signs and symptoms relating to physical, psychological and emotional health;
- Good knowledge of current trends and theories in the nursing care and treatment of patients with physical, mental or emotional problems;
- Good knowledge of community organizations and resources available;
- Skill in the application of current treatment procedures and techniques of patient care;
- Skill in computer applications specifically with electronic medical records; word processing and spreadsheet applications as needed;
- 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;
- Demonstrated ability to work with a culturally diverse population;
- Empathy for persons with physical, emotional and mental health problems;
- Honesty, integrity and confidentiality are required; and
- The employee's physical condition shall be commensurate with the demands of the position.
- Familiarity with and ability to utilize a variety of computer programs and functions, including Microsoft Word and Excel.

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