

## Credo Community Center for the Treatment of Addictions, Inc.

### POSITION VACANCY NOTICE

Job Title: Registered Nurse  
Status: Part-time, Non-Exempt/Hourly  
Location: Watertown, NY  
Shifts: Saturday morning and fill-in Monday – Friday as needed

**Description:** The Registered Nurse (RN) works under the direction of the Medical Director of the OTP Clinic to provide medical care to patients. As a member of the medical staff, the RN will perform health assessments, teach and counsel patients about their health, participate as an integral member of the multidisciplinary treatment team, and execute medical regimens as prescribed by licensed physicians. This will include medication monitoring, observation, inventory, and documentation. The RN will place a strong emphasis on wellness and prevention and help with all aspects of patient care, including diagnosis, treatments and consultations. They will work both independently and as part of an integrated multidisciplinary treatment team; therefore, playing an integral part of patient care and recovery. The RN must possess a strong understanding of addiction medicine and the ability to evaluate the needs of the patient, in order to develop an individualized treatment/recovery plan.

#### **Essential Job Functions:**

- Support the efforts of staff to assess and triage patients for levels of physiological functioning and risk, determine need for referral to Physician or another agency, and assist with medical diagnosis and management
- Maintains Standards that apply to Confidentiality and 42CFR/HIPAA
- Dispense medication assisted therapy (MAT) as prescribed by a physician and in according to agency policies and procedures and OTP regulations.
- Obtain patient histories, take vitals and develop patient care charts, ensuring completeness and accuracy
- Initiate medical or nursing orders; interpret nursing and clinical assessments; implement advancements in patient care
- Ensure the delivery of prompt medical attention in cases of illness or accident, report any such incidents to the Program Director/Supervisor, complete untoward incident reports and documentation as required
- Participate as an integral member of the multidisciplinary treatment team
- Educate and counsel patients on disease prevention and healthy lifestyle habits; emphasize preventative care and disease management
- Provide in-service training to staff on disease prevention and healthy lifestyle habits, etc.; emphasize preventative care and disease management
- Administration of non-patient specific orders for certain immunizations, anti-anaphylactic agents, and PPD Mantoux skin tests as designated by the medical director.
- Conduct blood work, urinalyses, and administer addiction medications such as naltrexone, under the direction of the physician.
- Implement interventions to support the patient to regain and maintain physiologic stability
- Review, evaluate and document patient response to care; assess patient's medical/nursing educational needs and provide both formal and informal teaching; effectively involve patient, family and significant others in plan of care
- Coordinate regular checks of medication and maintain a daily narcotic inventory.
- Conduct inventories on medical supplies required for use by the Opioid Treatment Program.
- Attend meetings and collaborate with multi-disciplinary Treatment Team
- Work in collaboration and/or coordination with other health-care providers within community agencies to provide comprehensive client care.

- Participate in Quality Improvement and Utilization Management programs and activities
- Participate in program planning, development, implementation and evaluation relating to specific job, agency, and program functions
- Participate in staff meetings, conferences, and in-service training and continuing education
- Maintain standards of care as described in Principles of Practice, protocols, and Scope of Practice as approved by the State of New York Board of Nursing and the American Medical Association
- May participate in planning programs and in developing specific health policies and procedures
- Practice safety, environmental, and/or infection control methods
- Maintain client records per OASAS and OMH standards and agency policies and procedures
- Convey information inter/intra agency
- Serve on applicable agency committees as deemed appropriate by the Executive Director and Medical Director
- Adhere to the American Nurses Association (ANA) Code of Ethics for Nurses
- Abide by the Canon of Ethics
- Be sensitive and responsible to public relations within the community
- Responsible for delivery of nursing care Quality Assurance
- Keep current on local resources to aid in crisis management
- Prepare and maintain medical support schedule
- Responsible for emergent medical needs from admitted clients
- Perform other related functions as required for agency operations

**Knowledge, Skills & Abilities (Competencies) Required:**

- Knowledge of patient care charts and patient histories
- Knowledge of health education theory and practice
- Knowledge of clinical operations and procedures
- Knowledge of current professional nursing theory and practice
- Knowledge of current literature, trends and developments in the field of nursing
- Knowledge of current specialized client care to be delivered
- Knowledge of learning strategies and principles of counseling
- Knowledge of current medications, administration, their actions and use
- Ability to assess clients and determine priorities of care
- Ability to maintain quality, safety, and/or infection control standards
- Ability to collect record and interpret data concisely and accurately
- Ability to relate therapeutically with clients and effectively with others
- Knowledge of current principles, methods and procedures for the delivery of medical evaluation, diagnosis and treatment in area of expertise
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community
- Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.
- Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision.
- Demonstrates responsible behavior and attention to detail
- Responds appropriately to supervision. Follows policy and cooperates with supervisors.
- Aligns behavior with the needs, priorities and goals of the organization
- Encourages and facilitates cooperation, pride, trust, and group identity
- Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.
- Knowledge of related accreditation and certification requirements

**Note:** The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties and responsibilities required of personnel so classified.

**Minimum Qualifications:**

Must be licensed as a Registered Professional Nurse in New York State preferably with experience in the Chemical Dependency and/or Mental Health field

Or

Be licensed as a Clinical Nurse Specialist (CNS) with a certification in psychiatry/mental health

And

Possess a knowledge and understanding of addiction medicine, while supporting the goal of abstinence from mood altering substances unless prescribed by a physician knowledgeable of addiction

And

Must subscribe to a Professional Canon of Ethics.

**Submit a letter of interest and resume to:**

Human Resource Director

Credo Community Center

595 W Main St

Watertown NY 13601

Fax: 315-755-2538

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