

NURSE PRACTITIONER - MENTAL HEALTH

TOMPKINS COUNTY

Department Mental Health
Classification Competitive
Labor Grade R(18)
Approved Bd Res. #198, 8/22/95
Revised 2/98, 1/03; 3/11
By AF, Commissioner of Personnel
BBP Risk Factor 1

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. In collaboration with licensed Psychiatrists, this position will provide psycho-social and physical assessment and examination, diagnostic and maintenance testing with interpretation of results, formulation of diagnoses, prescription of medications and implementation of therapeutic procedures and treatment. As a member of the interdisciplinary treatment team, the Nurse Practitioner will also provide counseling and education to patients to aid in the 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 will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

Provides professional Nurse Practitioner's service as a member of a multi-disciplinary Treatment team;

Provides comprehensive psychosocial and physical examination as needed;

Provides clinical and administrative supervision of staff as needed;

Provides emergency services and after hours coverage as needed;

Prescribes medications and other treatments appropriate for the patient;

Collaborates/consults with Psychiatrist as indicated;

Assesses and identifies patient needs and participates in preparation and implementation of individual treatment plan;

Participates in the intake, screening and diagnostic evaluation of clinic patients and/or their involved family members;

May refer clients to other providers or agencies for needed treatment or services;

Makes recommendations to fellow team members regarding emergency or continuing care and suggests alternative or adjusted treatment plans;

Maintains contact with agencies such as schools, social services, community services, substance treatment facilities, and probation officers to understand and/or overcome clients' medical and psychosocial problems;

Advises the client and involved family 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 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 and procedures and the laws and regulations of New York State;

Analyzes data for quality assurance, utilization review and other purposes;

Compiles, updates and maintains a variety of records, reports and statistical information regarding the examination, status and treatment of patients including admission assessment, progress

notes, medication records, updated health histories, treatment plans and other documentation as required.

CONTINUED ON NEXT PAGE

NURSE PRACTITIONER – MENTAL HEALTH (CONTINUED)

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of psychiatric and other medication;
Thorough knowledge of the principals and practices of mental health assessment and treatment;
Thorough knowledge of abnormal signs and symptoms relating to physical, psychological and emotional health;
Thorough knowledge of individual and group counseling techniques;
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.

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.

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 and who possesses a permit from 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 Services.

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Reclassified from Nurse Practitioner/Physicians Assistant and new specification created 03/2011.