

**MENDOCINO COUNTY GOVERNMENT
CLASS SPECIFICATION**

CLASS TITLE:	CORRECTIONAL PSYCHIATRIC REGISTERED NURSE (RN) PSYCHIATRIC LICENSED VOCATIONAL NURSE (LVN)	CLASS CODE: 4002 CLASS CODE: 4000
DEPARTMENT:	MENTAL HEALTH	FLSA STATUS: E
REPORTS TO:	VARIOUS	DATE: 10/02

JOB SUMMARY:

Under supervision, performs nursing care for mentally and emotionally disturbed patients incarcerated in the County jail.

DISTINGUISHING FEATURES:

The Registered Nurse (RN) acts as a lead and provides technical supervision to others, including Licensed Vocational Nurses (LVNs). The RN also performs the more difficult assignments and is responsible for assuring the overall day-to-day care of patients within the scope of practice attributed to the held licensure.

In contrast, the LVN works under the technical supervision of the RN and refers, for guidance, unusual circumstances to the RN and the psychiatrist. Incumbents in this class perform routine technical and varied nursing care duties within the scope of practice attributed to the held licensure. They receive supervision from a Psychiatric Nurse or Psychiatrist in providing such care.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

Assists in planning and implementing patient care;

Performs daily evaluations, initiates and updates patient treatment plans, and completes necessary documents, charts and forms as required. Documents/charts patient care and treatment observations; updates patient care plans as needed; takes notes and physicians orders; prepares and provides equipment and supplies needed by physicians; observes and records patients' reaction before, during and after treatment; explains treatment procedures and reassures patients.

Administers medications and monitors patient response, and provides patient medication education; performs blood glucose monitoring and adjusts insulin as indicated; performs complex dressings which may require packing, routine tracheostomy and colostomy care, removing sutures, catheterizations, setting up and administering oxygen, etc.

Maintains a safe and secure environment by observing and removing physical hazards, drugs or medications.

Performs discharge planning and patient/family education, including completing discharge orders and/or referrals to other agencies.

Works as a Behavioral Health & Recovery Services multi-disciplinary team member and participates in diagnostic and evaluative staff conferences for cooperative planning and treatment.

Initiates emergency measures and will be required to assist with physical restraint patients if agitated or violent behavior is exhibited; intervenes in potentially assaultive situations and attempts to de-escalate agitated patients.

Performs crisis intervention and general supportive counseling; may screen and evaluate patients to determine types of services needed.

Checks medication supplies for outdates and returns/replaces outdated supplies; orders supplies, stocks areas.

Act as a role model for patient/client in the areas of personal hygiene, social interaction, etc.

Participates in Quality Assurance.

Completes incident reports and insures that the physician and management are fully informed of any incident occurring on the shift.

Acts as a liaison and provides support counseling to patients and family members.

Conducts and facilitates patient education groups.

Performs other work as assigned.

MATERIAL AND EQUIPMENT USED:

Computer	Stethoscope	Blood Pressure Cuff	General Office Equipment
Thermometer	Monitors	Hypodermic Needles	Sharps
Diagnostic Kits	Syringes	Vehicle	Pager

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School diploma or GED; and graduation from an accredited program of Vocational nursing certification; and,

Experience is preferred but not required.

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job will be considered.

Licenses and Certifications:

Valid State Drivers License

RN must possess a Registered Nurse certificate valid in the State of California. LVN must possess a Licensed Vocational Nurse certificate valid in the State of California.

Cardio-Pulmonary Resuscitation

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Applicable state, federal and local ordinances, laws, rules and regulations.

Nursing at the appropriate level.

Basic psychiatric illnesses, diagnoses and treatments.

Some basic knowledge of psychotropic medications and administration of same.

Communicable diseases and their transmission.

Environmental, sociological, and psychological problems encountered when working with inmates and psychiatric population.

Ability to:

Use tact, discretion, initiative and independent judgment within established guidelines.

Communicate clearly and effectively, both orally and in writing.

Use computer applications and hardware related to performance of the essential functions of the job.

Organize work, set priorities, meet critical deadlines, and follow up on assignments with a minimum of direction.

Prepare clear and concise basic reports, correspondence and other written materials.

Communicate effectively with people from a variety of cultural backgrounds.

Prepare patient documentation, reports and records.

Work cooperatively and effectively with others, observing proper safety precautions and procedures.

Physical Requirements:

While performing the essential functions of this job the employee is regularly required to sit; use hands to finger, handle, or feel; extend hands to reach, handle, seize, hold, grasp and turn; speak and hear.

While performing the essential functions of this job the employee is regularly required to use sound, texture, shape and odor perception and discrimination.

While performing the essential functions of this job the employee is frequently required to lift and/or move up to 10 pounds and occasionally required to move, push, pull in excess of 100 pounds when subduing violent clients.

Working Conditions:

Work is performed in a health facility, in the community, at other agencies and/or client homes, exposing the employee to people who have the potential abusive; conditions such as fumes, noxious odor, dusts, mists, gases and poor ventilation; and possible bodily injury from moving mechanical parts of equipment, tools or machinery.

The incumbent's working conditions are typically moderately loud.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.