

# Winslow Indian Health Care Center

## Job Vacancy Announcement #DDH-22-45

Closing Date: Open until filled

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**POSITION TITLE: Psychiatric Mental Health Nurse Practitioner DEPARTMENT: Behavioral Health**

### **Position Summary:**

Under general supervision of the Chief of Mental Health Program, the Psychiatric Nurse Practitioner will provide comprehensive mental health services to patients across the life span, from young pre-school children to geriatric patients. The incumbent will assess the patient's mental status, document and communicate patient problems, establish a treatment plan and implement the treatment plan. The incumbent will demonstrate clinical competence in utilizing counseling and psychotherapeutic processes and psychopharmacology. The incumbent is required to exercise informed judgment for prioritizing patient needs, to consult other health care providers and physicians as necessary, and to ensure implementation of the treatment plan. Upholds the principles of WIHCC's Vision, Mission, and Value Statements. Maintains confidentiality of all privileged information at all times.

*This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.*

### **Essential Duties & Responsibilities:**

- Maintains regular attendance and punctuality.
- Performs physical and psychosocial assessment of patients and demonstrates competency in the delivery and the documentation of the Mental Health treatment processes for patients who may be afflicted with hallucinations, paranoia, or delusions; depression, anxiety, or suicidal/homicidal ideation; dementia or cognitive impairment; substance abuse problems; hyperactive, impulsive, and oppositional behaviors in childhood: or school, legal, occupational, or family problems.
- Assesses psychotherapeutic needs of the patient and family and collaborates with other Mental Health and health care providers in the planning and implementation of a treatment plan.
- Recognizes documents and communicates changes in cognitive abilities, affects, behavior, mood dysregulation, and acute and persisting stressors in the patient.
- Documents medical records in accordance with ICD-10 and DSM-V standards. Makes appropriate entries of all care provided in patient medical records in accordance with WIHCC policies and procedures, as well as regulatory requirements, requirements of accreditation bodies and third party payers.
- Orders and/or interprets laboratory, imaging studies, and specialty referrals as indicated, and consistent with WIHCC medical priorities specified by Purchased Referred Care.
- Works with victims of sexual abuse and their families to maximize healing and function.
- Provides crisis interventions to patient and families as needed; arranges for hospitalization or residential treatment when necessary; and provides aftercare as needed.
- Assists the patient and patient's family in coping with problems associated with mental illness.
- Formulates treatment plans, including prescribing age-appropriate psychotropic medications for patients across the lifespan.
- Works with Social Services, Law Enforcement, and the Courts to assure proper supervision, protection, and placement for patients of all ages.
- Participates in case conferences to further identify patient needs and develop treatment plans accordingly.
- Assesses for substance abuse and dependency, medication compliance and patient safety for self and others in the family and in the community.
- Provides preventive community education to the schools and the chapters in the WIHCC's service area as needed and as directed by supervisor.
- Serve on the rotational on-call schedule in accordance with the department's policy to provide service to clients after normal working hours, including weekends and holidays.
- Engages in continuing education activities to remain abreast of diagnostic criteria and psychotherapeutic and psychopharmacologic practices; and to maintain licensure requirements.
- Requires completion of tasks or duties assigned by a supervisor.
- Upholds all principles of confidentiality and patient care to the fullest extent.

- Adheres to all professional and ethical behavior standards of the healthcare industry.
- Adheres to WIHCCs Personnel Policies and Procedures, departmental policies, rules, and regulations.
- Interacts in an honest, trustworthy and dependable manner with patients, employees, visitors, and vendors.
- Possesses cultural awareness and sensitivity.
- Maintains compliance with all Human Resources requirements.
- Performs other duties as assigned.

### **Minimum Qualifications:**

Master of Science Nursing Degree with a Certification as PMHNP from an accredited institution of Nursing. Certification as an advanced practice nurse by the ANCC or AANP; as well as a valid, unrestricted Registered Nurse license, and a license as a Nurse Practitioner with prescribing privileges. Must have a minimum of two years practice experience as a licensed PMHNP. Bilingual skills in English and Navajo language preferred. Must maintain a valid unrestricted and insurable driver's license. Must successfully pass a background investigation and maintain suitable requirements for a Child Care position. This position is considered as a Child Care position, which requires a satisfactory background check investigation and is subject to the requirements of the Indian Child Protection and Family Violence Prevention Act, as amended (henceforth referred as the ICPFVP Act).

### **Knowledge, Skills, Ability**

- Knowledge of psychiatric diagnosis and treatment, including psychotherapeutic and psychopharmacologic management.
- Knowledge of child development and mental health assessment and treatment in children.
- Knowledge of a broad range of patient care activities; working knowledge of the medical and specialty (referral) clinic environment and how the different services and functions interact.
- Knowledge and experience with ICD-10 and DSM-V standards; and CMS and AAAHC requirements for documentation.
- Knowledge of current healthcare industry Privacy Act, HIPAA, CMS, accreditation, and security requirements, and familiarity with and adherence to customer service standards and practices.
- Knowledge of applicable federal, state, county, and local laws, regulations, and requirements regarding healthcare and licensing.
- Knowledge of basic computer and email skills and ability to utilize EHR.
- Skills in advanced analytical, evaluative, and objective critical thinking.
- Skill in analyzing problems, projecting consequences, identifying solutions, and implementing recommendations.
- Ability to communicate effectively with patients, peers, and supervisors, and to communicate verbally and in writing on important issues involving patient care, standards of care, psychopathology, treatment issues, as well as policies, procedures, and facility operations. Ability to operate and communicate effectively while under pressure is essential.
- Ability to work independently, to plan, coordinate and implement treatment plans and departmental and interdisciplinary projects.
- Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds, and with co-workers at all levels.
- Ability to demonstrate moral character, honesty, tact, fairness, lack of prejudice and desire to help when dealing with people.
- Ability to foster a cooperative work environment.
- Ability to serve as an effective member of organizational teams and as a liaison with outside mental health, legal, and social service agencies.
- Ability to be dependable in attendance and job performance.
- Ability to accept and learn from feedback.
- Ability to provide exemplary customer service at all times, and to interact positively with others.
- Ability to multitask and perform well under pressure.

### **Physical Demands:**

While performing the duties of this job, the employee regularly is required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to taste or smell. The employee must occasionally lift and/or move up to 50 pounds.

**Work Environment:**

Work is performed in an office setting or outdoor work environment with a moderate noise level. Work environment may involve exposure to physical risks, such as blood borne pathogens and operating dangerous equipment or working with chemicals. Exposure to individuals with behavioral problems and potentially harmful situations that may require crisis management and other techniques to protect self and client. Evening and/or weekend work may be required. Extended hours and irregular shifts may be required.

**As required by P.L. 93-638, absolute preference will be given to qualified Navajo applicants. If there is no qualified Navajo applicant, preference will be given to qualified American Indian applicants.**