

BENTON COUNTY POSITION DESCRIPTION

CLASSIFICATION		BAND	GRADE	SUBGRADE	FLSA STATUS
Health Care Professional		C	4Prem	B	Exempt
POSITION TITLE:	Psychiatric Nurse Practitioner		POSITION#:		
<input type="checkbox"/> New	<input checked="" type="checkbox"/> Revised	Date:			
SERVICE TYPE:			ONA		
Employee Name:		Department:	Health Center	Supervisor:	Medical Director
FTE:	1.0	Employment Status:	Regular Full Time		

Position Summary:

Psychiatric Nurse Practitioners provide high quality, health care and treatment to a diverse patient population with a particular emphasis on mental health diagnosis and conditions. Delivers care in a patient-centered, team based model with an emphasis on prevention of disease, promotion of health, and management of chronic disease. The scope of practice is defined by the specialty Psychiatric Nurse Practitioner-

Essential Duties:

No.	Major Functional Area (MFA)	% of Time
1	<p>MFA: Delivery of Medical Care & Patient Centered Primary Care Home (PCPCH)</p> <p>Essential Duties:</p> <ul style="list-style-type: none"> • Examine, diagnose, and treat mental health issues in an ambulatory setting, and provide counseling and education to assist patients in self-care. • Prescribe and dispense medications appropriate to address medical conditions. • Initiate and continue medical treatment plans for patients and monitor results; review and update patient records. • Review lab results and take appropriate action. • Accurately code and document in the electronic health record; complete documentation within the established time frame. • Provide telephone and video visits when indicated. May provide coverage at other clinic locations when needed. • Participate in collaborative treatment with medical, mental health, public health, and dental professionals within Health Services and other physicians/providers in the community to coordinate patient care. • Provide care delivery within a team based , patient-centered primary care home demonstrated as follows; <ul style="list-style-type: none"> ○ Provide input and follow patient scheduling protocols to provide timely access to care. Provide timely response to patient’s contacts and questions. <i>(PCPCH Attribute: Access to Care)</i> ○ Contribute to development and follow best practice standards for mental health condition management, tests and procedures, and medication formulary. <i>(PCPCH Attribute: Accountability)</i> ○ Lead team in assessing and completing patient care plans in a comprehensive manner that includes mental health, emotional, social, cultural, and socio-economic factors impacting health. <i>(PCPCH Attribute: Comprehensive Whole Person Care)</i> ○ Participate in assuring timely referrals by providing appropriate information to aid effective and efficient care coordination. <i>(PCPCH Attribute: Coordination & Integration)</i> ○ Engage patient and family in decision making regarding their care. Demonstrate respect for patients’ culture and beliefs. Assist in assuring patient centered self-management goals are established. Demonstrate awareness of patient’s literacy and health education needs. <i>(PCPCH Attribute: Person & Family Centered Care)</i> 	80%

	<ul style="list-style-type: none"> ○ Participate in team-based care by actively communicating and meeting with team members. Utilize team members appropriately, supporting their work at the top of their training and scope of work. 	
2	MFA: Clinical Activities Essential Duties: <ul style="list-style-type: none"> • Participate in Controlled Substance Committee meetings and process to improve clinical services and patient outcomes. • Participate in provider meetings to keep current with organizational communication and priorities and contribute to patient care discussions, offering clinical mental health experience. • Participate in Quality Improvement initiatives related to care delivery; provide feedback and input into clinical processes. • Participate in community activities that promote the model of care and/or the Health Center. • Pursue ongoing continuing medical education to stay current/ up to date with best practice standards and license requirements. 	10%
3	MFA: Clinical Supervision of Behaviorists Essential Duties: <ul style="list-style-type: none"> • Oversee the care delivery of the Behaviorists, under the guidance of the Behaviorists Manager. Coach, mentor and guide Behaviorists. Maintain communication between providers, team members, and other teams within the county system, or outside of it, as requested. • Participate in program development and evaluation activities. Share ideas, concerns, and information to facilitate the process of service delivery. • Provide coordination and consultation to improve Behaviorists responsiveness and tailor interventions and trainings to meet the needs of clients and the community at large. • Work closely with the Manager to ensure that team members work efficiently and productively according to expectations. Keep Manager informed of changes, problems, and successes of the Behaviorists. Provide specific/requested input from Program Manager on performance evaluations for team members. • Provide training to staff and clinical supervision as assigned. Assess skills and provide input to the Manager regarding training needs of team members. 	10%
4	MFA: Other Duties As Assigned Essential Duties:	%
Percentages should total 100%		100%

Special Requirements:

Experience in a primary care and/or outpatient behavioral health setting preferred Current or eligible for OR NP license Driver’s license
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Physical Requirements:

<p><u>Physical Demands</u></p> <p>While performing the duties of this job, the employee is frequently required to use hands to finger, handle or feel; talk; or hear. The employee is occasionally required to stand; walk; sit; reach with hands and arms; and stoop; kneel; or crouch The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus.</p> <p><u>Work Environment</u></p> <p>The employee works in well-lighted, clean environments. The noise level in the work environment is quiet to moderate. Check the following that applies to this position: The employee may occasionally: <input checked="" type="checkbox"/>work with angry or</p>
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hostile clients or members of the public, work with toxic substances and biohazards, and exposure to infectious illnesses.

Emergency Preparedness:

Benton County is committed to emergency preparedness planning and implementation and disaster recovery. In the case of a Health Department, County, State, Federal or other emergency or disaster, this position may be called upon to assist in responding. This may require the assignment of additional responsibilities, depending on the circumstances.

Quality Improvement Participation:

Employees are expected to participate in improving BHS' performance, processes, and programs through quality improvement activities, use of the PDSA model and participating on QI teams as assigned.

NOTE: The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Employee: _____ Date: _____

Immediate Supervisor: _____ Date: _____