



BOB RILEY
GOVERNOR

STATE OF ALABAMA
**DEPARTMENT OF MENTAL HEALTH
AND MENTAL RETARDATION**

SEARCY HOSPITAL

P.O. BOX 1090
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JOHN M. HOUSTON
COMMISSIONER

BEATRICE J. MCLEAN
FACILITY DIRECTOR

AN EQUAL OPPORTUNITY EMPLOYER
RE-ANNOUNCEMENT OF INTENT TO FILL A VACANT NON-MERIT
POSITION

JOB TITLE: Registered Nurse III

NUMBER: 07-01

JOB CODE: N4500

POSITION #: 8805189

JOB LOCATION: Searcy Hospital, Mt. Vernon, AL
1/8/2007

DATE:

SALARY RANGE: (78) \$44,582.40 - \$67,852.80 Annually

QUALIFICATIONS: Graduation from an accredited four-year college or university with a degree in nursing and three years experience as a registered nurse, including two years experience in a supervisory or administrative capacity; OR graduation from an accredited school of nursing with 25 to 72 months experience as a registered nurse, including 13 to 24 months experience in a supervisory capacity; OR graduation from an accredited four-year college or university supplemented by a master's degree in nursing.

NECESSARY SPECIAL QUALIFICATIONS: Possession of a certificate of registration to practice nursing as issued by the Alabama State Board of Nursing.

KIND OF WORK: Supervises nursing care rendered and administers nursing care to patients on assigned unit. Responsibilities extend for nursing care for all patients on assigned units. Assists in the formulation of and reviews work schedules for all nursing service personnel as assigned to assure coverage on all shifts, supervises the maintenance of schedules necessary for the completion of time cards, reviews approved leave, and maintains other nursing service records as needed/indicated. Assigns duties to Registered Nurses, Licensed Practical Nurses, and paraprofessional personnel. Reviews and evaluates performance of Nursing Service employees assigned to the unit and initiates/supervises/conducts disciplinary action as necessary. Assists in orientation of new nursing personnel assigned to unit. Interacts with other professional staff in providing for patients' needs. Insures maximum care for patients

on the unit and ascertains need for additional modified services/equipment. Maintains records and appropriate documentation as required. Assists in improving nursing care of the patients. Participates in the formulation and implementation of policy as requested. Chairs and/or participates in committees/meetings to assure needs of the unit are met. Serves on committees as requested or as assigned and serves as liaison to the Nursing Service committee for assigned staff. Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of nursing techniques and performance of treatment and procedures as needed to instruct staff on application of techniques and to assess staff performance. Knowledge of general psychiatric nursing theory and practices. Knowledge of biophysical/psychosocial principles and methods involved in demonstrating applied techniques and methods involved in providing patient care services. Knowledge of anatomy/physiology, medications, specimen types, infection controls, universal precautions, and emergency first aid techniques. Ability to supervise subordinates. Ability to establish and maintain effective working relationships with physicians, other medical personnel, professionals in other disciplines, paraprofessionals, patients, and families. Ability to add, subtract, multiply and divide. Ability to read and comprehend materials such as policy and procedure manuals, to think logically, and to communicate orally and in writing. Ability to use medical equipment/supplies and to operate office equipment as necessary. Physical stamina equal to the performance of duties and all conditions.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their training, experience, and education and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification.

HOW TO APPLY: Use an official Application for Professional Employment (Exempt Classification) which may be obtained from this office. Applications should be returned to **SEARCY HOSPITAL, OFFICE OF HUMAN RESOURCES, P.O. BOX 1090, MT. VERNON, AL 36560** by **OPEN UNTIL FILLED** in order to be considered for this position. Applications may also be obtained from our website - www.mh.alabama.gov.

COPIES OF LICENSES/CERTIFICATIONS SHOULD BE FORWARDED WITH YOUR APPLICATION OR FURNISHED DURING INTERVIEW. AN OFFICIAL COPY OF ACADEMIC TRANSCRIPTS IS REQUIRED AND MUST BE

*FORWARDED BY THE COLLEGE OR UNIVERSITY TO THE OFFICE OF HUMAN
RESOURCES AT THE ABOVE ADDRESS. DRUG SCREENING REQUIRED.*