



BOB RILEY  
GOVERNOR

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

**SEARCY HOSPITAL**

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JOHN M. HOUSTON  
COMMISSIONER

BEATRICE J. MCLEAN  
FACILITY DIRECTOR

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

**JOB TITLE:** Registered Nurse IV

**NUMBER:** 08-01

**JOB CODE:** N5000

**POSITION #:** 8801966

**JOB LOCATION:** Searcy Hospital, Mt. Vernon, AL

**DATE:** January 4, 2008

**SALARY RANGE:** (81) \$53,455.20 - \$81,427.20 Annually

**QUALIFICATIONS:** Graduation from an accredited school of nursing and six (6) years experience as a Registered Nurse, including three (3) years experience in a supervisory capacity; or graduation from an accredited four year college or university with a Bachelor's Degree in nursing and five (5) years experience as a Registered Nurse, including three (3) years experience in a supervisory capacity; or graduation from an accredited four-year college or university supplemented by a Master's Degree in nursing, including three (3) year experience in a supervisory capacity.

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

**KIND OF WORK:** This is professional and supervisory nursing work in a state mental health facility. Employee is responsible for the delivery of client care through the nursing process of assessment, diagnosing, planning, implementation, and evaluation. Responsible for directing and coordinating all nursing care for assigned clients based on unit/program established clinical nursing practice standards. Contributes to the provision of quality nursing care through quality enhancement techniques that demonstrate positive outcomes in client care. Ensures nursing service compliance with all Joint Commission, CMS, and departmental policies and procedures. Collaborates with Director of Nursing and medical staff to ensure that care delivered is of the highest quality possible.

Work performed includes coordinating facility wide scheduling and staffing for assigned shift, Coordinating Nursing Service Performance Improvement Plan, Participating in the interviewing of applicants for nursing positions and making recommendations for hiring, Supervising RN Is, RN IIs, RN IIIs, LPNs, and Mental Health Workers responsible for care of clients on a day-to-day basis, Executing performance appraisals on assigned

employees, Effectively managing medical/psychiatric/behavioral emergency situations, Consistently utilizing standard precautions and participating in Infection Control Program, Investigating incidents as requested by the Director of Nursing and responding to Crisis/Emergencies, Granting leave in a timely manner to ensure compliance with policies, Maintaining records of supervisory conferences, Making rounds, Communicating verbally and in writing with physicians, staff and clients, Collecting performance improvement data, Assuring that nursing staff can perform specified procedures and use special equipment by utilizing competency verifications, Orientating new employees, developing teaching plans, Keeping Director of Nursing abreast of overall process on an ongoing basis, Performs other related duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Ability to communicate effectively orally and in writing, Knowledge, skills, and ability to recognize medical and psychiatric emergencies, Ability to deal with many types of people, clients, peers, subordinates, supervisors, public, etc., in delicate, frustrating or tense situations, Ability to sufficiently exercise self control in acting independently, taking charge, and taking moderate risks in situations not covered by existing procedures, Ability to provide client care utilizing nursing processes, standards of care, and nursing plans of care, Ability to supervise, to include the ability to delegate, instruct, discipline, commend, and interview as needed to evaluate staff performance, ensure completion of tasks as scheduled, assign work load, address complaints and orient new employees, Ability to make decisions as needed, evaluate effectiveness of treatment/training programs and establish priorities, Ability to operate medical equipment, Ability to provide education to clients.

**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 may also be obtained from our website - [www.mh.alabama.gov](http://www.mh.alabama.gov). 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.

*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.*