



ROBERT BENTLEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
BRYCE HOSPITAL
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JIM REDDOCH,JD
COMMISSIONER

SHELIA PENN, BSN MPH
FACILITY DIRECTOR

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

JOB TITLE: Registered Nurse IV
(Assistant Director of Nursing) **NUMBER:** 14-03

JOB CODE: N5000 **DATE:** March 28, 2014

JOB LOCATION: Bryce Hospital
Tuscaloosa, Alabama **POSITION NO:** 8801252

SALARY RANGE: 81 (\$55,327.20-\$84,276.00 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 with a master’s degree in nursing, including three (3) years experience in the mental health field.

SPECIAL REQUIREMENTS: Possession of a current Alabama Board of Nursing license.

KIND OF WORK: This is a professional supervisory nursing position in a state mental health facility specializing in the care and treatment of adults and elderly mentally ill patients. A person in this position has primary supervision of assigned unit and assures that nursing staff provides quality care and treatment that encourages optimal health and wellness and affords dignity and respect to the adult/geriatric psychiatric patients. The other duties and responsibilities of this position include the following: Participates in developing and implementing department and unit decisions that impact patient care; Directs, assists, and monitors nursing personnel on all three shifts; Instructs and sets expectations of applicable standards for nursing personnel so that patients are treated with respect and dignity and standards of care are met and corrective action is taken; Assures that nursing staff attend in-services and maintain competencies, and provides education on the unit level as needed per unit/department/hospital policy and procedures; Monitors the schedules of nursing personnel so that adequate staff is available to provide quality patient care without increased overtime; Participates in hospital and Nursing Service Department meetings, in-services, and on committees; Maintains effective communication, both verbally and in writing, with nursing staff, other disciplines and Nursing Service Administration; Develops/implements quality improvement monitoring; Provides supervision, guidance and appropriate delegation to unit nursing personnel; Monitors/evaluates job performance of nursing staff and facilitates appropriate corrective action when necessary; Ensures that the Unit is in compliance with The

Joint Commission, and hospital standards at all times; and Assumes other related duties as directed.

REQUIRED KNOWLEDGES, SKILLS, and ABILITIES: Ability to develop and coordinate data collection instruments for monitoring and evaluating nursing care; Ability to document and maintain accurate records at all times; Ability to collect and analyze data to identify opportunities for improvement; Ability to provide/supervise therapeutic nursing care to patients; Ability to read and comprehend job related documents and material; Ability to supervise/direct/assess the work of subordinate staff; Knowledge of medicine, psychiatric and nursing diagnosis; Ability to make sound decisions; Ability to communicate effectively both verbally and in writing; Knowledge of activity to apply therapeutic interventions, seclusion, restraint techniques; Ability to organize to include scheduling, prioritizing job tasks, delegating and breaking processes into ordered steps.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their job related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above. All relevant information is subject to verification. Drug screening is required. Security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.

HOW TO APPLY: Use an "Application For Professional Employment" (Exempt Classification) which may be obtained from the website below or Bryce Hospital, Human Resources Department. Applications should be returned to the Bryce Hospital, Human Resources Department, 200 University Boulevard, Tuscaloosa, Alabama 35401 by **UNTIL FILLED** in order to be considered for this position. Indicate your Alabama nursing licensure number on your application as directed. Current nursing licensure must be presented for inspection at time of interview.

“Only work experience detailed on the application form will be considered. Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application.”

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