



BOB RILEY
GOVERNOR

STATE OF ALABAMA
**DEPARTMENT OF MENTAL HEALTH
AND MENTAL RETARDATION**
WILLIAM D. PARTLOW DEVELOPMENTAL CENTER
1700 UNIVERSITY BLVD., EAST
TUSCALOOSA, ALABAMA 35403
PHONE (205) 553-4550



JOHN M. HOUSTON
COMMISSIONER

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

JOB TITLE: Mental Health LPN I

NUMBER: 08-01

JOB CODE: N1000

DATE: January 9, 2008

JOB LOCATION: W.D. Partlow Developmental Center
Tuscaloosa, Alabama

POSITION NO.: 8809152
8809212
8808458

SALARY RANGE: 62 (\$30,422.40 - \$39,864.00 Annually)
(Plus \$1.00 Per Hour Shift Differential for Evening & Night Work)

QUALIFICATIONS: Graduation from a standard senior high school, supplemented by graduation from a State approved School of Practical Nurse Education.

SPECIAL REQUIREMENT: Possession of certification of registration as a Practical Nurse issued by the Alabama Board of Nursing.

KIND OF WORK: This is responsible, technical nursing work at a state-operated residential developmental center for individuals with mental retardation. An employee in this class administers nursing care to clients with mental retardation, while assisting physicians and registered nursing staff. Work includes the following duties and responsibilities: Administer medications and treatments to mentally retarded clients. Assess the health status of clients. Document client information. Transcribe physician's orders. Complete monthly / weekly client summaries of current / chronic health problems. Communicate client information. Maintain a sanitized work environment by practicing / applying infection control standards. Instruct / train staff and clients in appropriate healthcare areas. Assist physicians with the evaluation and treatment of clients. Monitor direct-care staff in the performance of health-related activities to assure that quality care is provided to clients.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES: Ability to work effectively with mentally retarded clients. Ability to assist / work effectively with physicians. Knowledge of prescribed medications and their common side effects. Ability to assess / evaluate clients for current medical status. Ability to complete nursing forms, document treatment / progress and maintain accurate nursing care records. Ability to compile nursing care information and complete written reports. Ability to communicate information effectively

with physicians, other staff and clients. Ability to prepare / administer medications and treatments. Knowledge of medical disorders common to a mentally retarded population. Knowledge of infection control and safety standards appropriate to the care of the mentally retarded. Ability to instruct / train staff and clients. Ability to monitor / direct mental health workers in the provision of basic care to mentally retarded clients.

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 above mentioned. 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 this office. Applications should be returned to the Personnel Department, W.D. Partlow Developmental Center, 1700 University Boulevard East, Tuscaloosa, Alabama 35403 by UNTIL FILLED in order to be considered for this position. **Current LPN licensure issued by the Alabama Board of Nursing must be presented for inspection at time of interview. An official copy of your academic transcript from the university or college from which you completed LPN degree is required and must be forwarded by the college or university to the personnel department at the above address.**