

Pathways To Housing, Inc.

Title: Registered Nurse/Service Coordinator (RN/SC)
Reports to: Team Leader Nursing & Team Leader ACT

The **Registered Nurse/Service Coordinator** is an integral part of the trans-disciplinary Assertive Community Treatment (ACT) team, who provides flexible, community based ACT services designed to promote stability, recovery and community integration of formerly homeless individuals who have a mental illness and abuse substances. The RN/SC maintains a primary caseload of 4-8 clients and in collaboration with the transdisciplinary team coordinates and provides, in a compassionate and responsible manner, ACT services for all clients on the team. Responsibilities are implemented within the framework of agency policy, professional ethics, legal scope of practice and regulatory guidelines. Examples of work are listed, but not limited, to those below:

RESPONSIBILITIES:

- Collaborate with ACT team members to coordinate client health services.
- Supervise/Evaluate LPN staff collaboratively with Director of Health services
- Perform Health Assessments.
- Maintain, in collaboration with LPN, schedule for client prescriptions
- Transcribe Provider order and update Medication Administration Records
- Administer IM's and vaccines, plant and read PPD's, perform phlebotomy as per Provider orders.
- Monitor client vital signs, glucose, side effects of medications, etc and report findings as required
- Provide continuous client education re: mental illness, medication, and health issues
- Work with team and client in developing/following the optimal treatment/service plan
- Collaborate with psychiatrists and nurses in developing/delivering Health & Fitness Initiatives
- Engage identified clients in medical services, on site and in the community
- Provide health related in-service training and education for staff
- Serve as a health care resource to clients, families, staff and significant others
- Participate in facilitating crisis interventions, referrals and hospitalizations as appropriate
- Communicate with hospital staff re: optimal treatment/discharge
- Document all services provided in compliance with regulations
- Perform related work as assigned

QUALIFICATIONS:

- Licensed as Registered Nurse by New York State Board of Nursing required
- Experience/training in community based services
- Experience with dually diagnosed population
- Excellent verbal and written communication skills; excellent computer skills
- Bilingual English/Spanish preferred
- Patience, creativity, flexibility, compassion and sensitivity to underserved persons with disabilities