



AN EQUAL OPPORTUNITY EMPLOYER  
(WOMEN, MINORITIES, AND DISABLED ARE ENCOURAGED TO APPLY)

**BEHAVIORAL HEALTH REGISTERED NURSE I/II**

**Application Deadline: OPEN UNTIL FILLED**

**DEPARTMENT:** Health and Human Services, Behavioral Health Division

**LOCATION:** Countywide

**SALARY:** Level I - Range 78 \$5741 \$6022 \$6328 \$6644 \$6976\*\*  
Level II- Range 80 \$6018 \$6323 \$6642 \$6971 \$7320\*\*

**\*\*BENEFITS:** CalPERS Retirement System: Existing ("Classic") CalPERS members as of January 1, 2013, (2% at 55) – Inyo County pays employee contribution for current CalPERS members; New CalPERS members hired after January 1, 2013 (2% at 62) will be required to pay at least 50% of normal cost. Medical Plan – Inyo County pays a portion of employee and dependent monthly premium on PERS medical plans; 100% of employee and dependent monthly premium paid for dental and vision; \$20,000 term life insurance policy on employee. Vacation – 10 days per year during the first three years; 15 days per year after three years; 1 additional day for each year of service after ten years to a maximum of 25 days per year. Sick leave – 15 days per year. Flex (personal days) – 5 days per fiscal year. Paid holidays – 11 per year.

**DEFINITION:** To provide prevention, early intervention, medication reconciliation and assistance, and related mental health and health education and nursing support to Behavioral Health consumers and their caregivers; assist with quality assurance and case management functions; and other related duties as assigned.

**ESSENTIAL JOB DUTIES:** Under the administrative direction of the Behavioral Health Director or designee and under the clinical direction of the County Psychiatrist or designated physician, performs an array of nursing functions for persons with mental illness and/or addiction issues and related health conditions. These duties may include in-home and clinic-based observation and assessment of client's behavioral health and physical health conditions; preparation and administration of psychotropic medications under the direction of the physician to include both routine and specialized treatments, such as injections; analysis and tracking of treatment and medication responses and outcomes; and participation in interdisciplinary treatment team meetings to plan consumer care. A portion of these duties will be performed while working closely with programs offering services to older adults to identify persons at-risk of/or evidencing mental illness or emotional disturbance and to provide community outreach, support, training and home-based services to the older adult population and their care givers. A portion of these duties may also include working closely with physical health care providers to ensure coordination of care and teaching of self-management skills to clients. Duties will also include participation in quality assurance activities; timely documentation of client's behavior; work with psychiatrist and other team members in evaluating consumer's immediate life situation, relevant past events, and health care issues or to recommend and implement treatment plans; provision of education regarding medication and medical aspects of treatment to clients and client care givers; participation as part of mental health after hours emergency response; and other related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

**Nurse I:** This is the entry and first working level in a behavioral health setting. Incumbents initially work under closer supervision while performing duties and will participate in the after-hours on-call rotation as assigned and in coordination with more experienced staff.

**Nurse II:** This is the journey level of the Behavioral Health Registered Nurse series. Incumbents working at this level receive more limited supervision within a broad framework of policies and procedures, and may be assigned more complex duties for which guidelines have been established. The Behavioral Health Registered Nurse II will also participate in the after-hours emergency on-call rotation as assigned.

## **EMPLOYMENT STANDARDS**

### **Education and Experience:**

**Nurse I** – Must possess a valid California Registered Nurse License. Preference will be given to candidates who have had experience working with individuals with a behavioral health condition.

**Nurse II** – Must possess a valid California Registered Nurse License AND have at least two years of experience working in psychiatric or mental health clinic setting.

**Knowledge of:** Basic problems and needs of individuals with mental illness and substance abuse issues; medical terminology; general community nursing procedures and pharmacology; documentation procedures; sterile and aseptic techniques; and fundamentals of patient behavior.

**Ability to:** Learn and utilize principles and practices of community behavioral health nursing to communicate with persons with mental illness and/or addiction, and their families; administer prescribed treatments and medication; learn community resources and support; assess difficult situations and take effective course of action; understand and follow oral and written instructions; keep accurate records; function effectively as part of a multidisciplinary team; feel comfortable providing outreach in a variety of settings and wellness education to people with behavioral health problems, including older adults and people living with complex health conditions. Must have ability to produce written documentation in an electronic health record. Must be able to sit, stand, walk, twist, climb and descend stairs, and lift and carry up to 30 pounds. Consistent attendance is an essential function of the position.

**Special requirements:** Incumbents must possess and maintain a valid California Registered Nurse License during the term of employment and *must provide proof of licensure at the time of application*. Will be required to submit to yearly tuberculosis test. Must possess or obtain within six months of employment a valid First Aid and CPR certification and maintain during term of employment. You may be required to drive a motor vehicle in the course of employment and must possess a valid operator's license issued by the State Department of Motor Vehicles. Must successfully complete a pre-employment background investigation. Your position may be required to serve as a Disaster Service Worker during a County emergency.

**SELECTION:** Selection procedures will be determined by the number and qualifications of applicants and may include a qualification screening, written examination, computer skills exercise, and oral examination.

**APPLICATION:** **This recruitment will remain open until position has been filled.** Applications **must be received** at the Inyo County Personnel Department, P.O. Box 249, Independence, CA 93526. Must apply on Inyo County application form. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. **It is not acceptable to complete the application with statements like “See/Refer to Resume” or “See Attached”.** Incomplete applications will not be processed. Applications may be faxed to meet the deadline—original application with original signature must be mailed.

**THIS RECRUITMENT WILL ESTABLISH AN ELIGIBILITY LIST THAT MAY BE USED FOR ONE YEAR IN FILLING VACANCIES THAT MAY OCCUR IN THIS JOB CLASSIFICATION AND SALARY RANGE.**

The County of Inyo has work sites located throughout the Owens Valley (Independence, Bishop, Lone Pine, Big Pine, and Olancho) and the Death Valley area (Death Valley, Tecopa, and Shoshone). Positions are assigned to a work site based upon the needs of the County. Positions may be temporarily or permanently reassigned to another work site as deemed necessary by the Department Head and/or County Administration. **All positions are considered Countywide positions**, and employees are expected to report to all Inyo County work locations as needed to complete assigned work.

**REASONABLE ACCOMMODATION FOR INDIVIDUALS WITH QUALIFYING DISABILITIES:** Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0377 prior to the examination process.

**CITIZENSHIP/IMMIGRATION STATUS:** Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.

