

# CHOICES

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## JOB DESCRIPTION

<b>JOB TITLE:</b>	<b>Prescribing Clinician</b>
REPORTS TO:	Executive Director
DESCRIPTION STATUS:	Exempt
SALARY:	DOE
HOURS:	Full Time – M-F, 9am – 5pm, or PT available

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## **POSITION SUMMARY**

The Prescribing Clinician is an integral part of the trans-disciplinary ACT team, providing primary health care to clients in order to promote wellness, recovery and rehabilitation. Responsibilities are implemented within the framework of agency policy, professional ethics, legal scope of practice and regulatory guidelines.

## **ESSENTIAL JOB FUNCTIONS:**

**(Responsibilities, Accountabilities, and Competencies; May not include all duties of this job)**

### **A. JOB DUTIES**

1. Provide comprehensive and holistic primary care, including: physical exams, development of diagnoses, management of acute and chronic psychiatric illnesses
2. Evaluate outcomes of care and make medical recommendations
3. Supervise Nursing staff
4. Prescribe and evaluate psycho - pharmacological treatment regimen
5. Collaborate with other health care providers and makes appropriate referrals
6. Develop, maintain and update plans of care and health care records
7. Teach health promotion measures to clients and staff.
8. Advocate for client in accessing and navigating the health care system
9. Work closely with the team and client in establishing and following the optimal treatment/service plan
10. Participate in check-in meetings and case-reviews, and consults with team members as needed
11. Collaborate with nursing staff to coordinate prescriptions and orders, and to oversee the overall mental and physical health of the clients
12. Establish a work schedule, in collaboration with team leaders to ensure that clients are seen in a timely manner
13. Engage identified clients in mental health/psychiatric services, both on site and in the community and make appropriate referrals for medical services as required
14. Educate/Assist agency staff to develop/increase awareness of community health care agencies/resources

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15. Serve as health care resource to clients and families/significant others
16. Participate in facilitating appropriate hospitalizations (medical and psychiatric), crisis interventions and referrals
17. Communicate with hospital staff to ensure optimal treatment and discharge planning.
18. Establish/Lead education and support groups on health related topics, in the Health & Fitness Initiative, e.g. mental illness, psychiatric medications, nutrition, safe sex, obesity and smoking cessation.
19. Provide in-services and trainings for the staff
20. Perform other related work as assigned.

## **B. CORE VALUES**

Demonstrate personal and interpersonal qualities that support the core values and mission of CHOICES, Inc. and the Peer Bridger Program. Have an unwavering belief in the power and possibility of recovery and absolutely believe that all individuals can lead full, rich and productive lives.

MISSION: Consumers having ownership in creating effective services (CHOICES)

### PRINCIPLES OF RECOVERY:

Recovery is holistic, embraces culture, supported by peers, self-directed, springs from hope, and is a reality.

Rehabilitation services are person-centered, involve family and friends, anchored in the community, strength-based, use peer supports and honor partnerships.

CORE VALUES: Services are flexible, comprehensive, wellness driven and effective

## **REQUIRED ESSENTIAL JOB QUALIFICATIONS:**

1. Patience, creativity, flexibility, compassion, and sensitivity to persons with disabilities and other minority populations.
2. Licensed as Registered Nurse by State of Alaska Board of Nursing
3. Licensed as an Adult Psychiatric Nurse Practitioner by State of Alaska
4. BS and MS in Nursing
5. Certification by the American Nurses Credentialing Center.
6. Experience or training in community preferred.
7. Experience with dually diagnosed population preferred
8. Excellent written and verbal communication skills
9. Knowledge of AKAIMS (State Medicaid Portal) preferred, but not required
10. Valid Alaska driver's license
11. Able to pass an extensive state and federal background check.
12. Negative TB test results

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This Job Description reflects CHOICES, Inc.'s best effort to describe the essential functions and qualifications of the job described. It is not an exhaustive statement of all the duties, responsibilities, or qualifications of the job. This document is not intended to exclude an opportunity for modifications consistent with providing reasonable accommodation. This is not intended to be a contract. Your signature indicates you have read this Job Description and understand the essential functions and essential qualifications of the job.

Employee Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

## IN AN 8 HOUR WORKDAY, THIS JOB REQUIRES:

<b>N = NEVER</b>	<b>(0 hours per day)</b>
<b>R = RARELY</b>	<b>(less than 1/2 hours per day)</b>
<b>O = OCCASIONALLY</b>	<b>(1/2 to 2.5 hours per day)</b>
<b>F = FREQUENTLY</b>	<b>(2.5 to 5.5 hours per day)</b>
<b>C = CONTINUALLY</b>	<b>(5.5 to 8 hours per day)</b>

## WORKING CONDITIONS/ENVIRONMENT

### I. LIFTING/CARRYING (Amount of force exerted to lift and/or carry)

1 - 10 lbs.	F
11 - 20 lbs.	O
21 - 35 lbs.	R
36 - 50 lbs.	N
51 - 75 lbs.	N
76 - 100 lbs.	N

### II. PUSHING/PULLING (Amount of force exerted to push and/or pull)

1 - 10 lbs.	F
11 - 20 lbs.	O
21 - 35 lbs.	R
36 - 50 lbs.	N
51 - 75 lbs.	N
76 - 100 lbs.	N

### III. POSTURES/MOVEMENTS

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Sitting	C
Standing	F
Walking	F
Stooping, kneeling, crouching	
And/or crawling	O
Reaching and /or grasping	O
Hand/finger dexterity	C
Climbing and/or balancing	N
Carrying, pushing and/or	
Pulling	O
<b>IV. COGNITIVE/SENSITIVE</b>	
Talking	C
Hearing	C
Sight (Addendum: acuity, color.)	C
Smelling/tasting	O

## OCCUPATIONAL ASPECTS

<b>A. WORK ENVIRONMENT</b>	
Working inside	C
Working outside	O
Changing Temperatures	F
Wet/Humid Conditions	N
Areas of dust, odors, mist, gases	
Or other airborne matter	N
Mechanical, electrical and/or	
Other hazards	N
Confined Spaces	N

<b>B. OTHER ASPECTS</b>	
Infectious Agents	N
Chemicals	O

<b>C. Special Equipment/Clothing</b>	
Special Equipment or Clothing	R

The above is intended to describe the general content of, and requirements for, the performance of this job. It is not intended to be construed as an exhaustive statement of duties, responsibilities or requirement.