



**TITLE: Licensed Registered Nurse**

**Hours Worked:**

Part-time or Full-time employment status. The Licensed Registered Nurse’s schedule must be flexible to accommodate client and staff needs. Usual hours of work will be established at the time of employment, regular scheduled hours can be no less than 8 hours per week.

The Licensed Registered Nurse is on-call at all times unless arrangements have been made with a comparably qualified authority to receive emergency calls.

**Benefits:**

Benefit qualifications are dependent on number of hours worked. See personnel policies for further clarification of benefits.

**Responsibilities:**

To be responsible for developing and maintaining a client assessment and medication management protocol that will maintain client good health.

**Responsible To:**

Program Director

**Qualifications:**

A registered nurse must be licensed by the Minnesota Board of Nursing to practice professional nursing.

**\* Degree of Authority to Act:**

**A** = Independently **B** = With supervisory consultation

**Responsibilities and Standards of Performance:**

- To be responsible for monitoring client health status while in the program.
  - **A1.** Develop a health assessment tool.
  - **A2.** Assess client health at intake and monitor while in the program.
  - **A3.** Referrals to and coordination with community psychiatric care providers.
  - **A4.** Refer client to or perform annual physical exam if due.
- To assure safe handling and administration of medications.
  - **A1.** Create documentation procedures and forms that assure medications will be used as prescribed.
  - **A2.** Train staff in using proper administration and documentation procedures.
  - **A3.** Observe staff for competency in administering medications and other health related procedures.
  - **A4.** Educate staff regarding medications, side-effects, and drug interactions.

## Thrive Behavioral Network, LLC

- **A5.** Educate clients regarding their specific medications, side-effects, and drug interactions.
- **A6.** Train staff in first aid techniques and response to medical emergencies.
- **A7.** Provide on-going consultation and advice to staff and clients.
- **A8.** Order medications as needed.
- **A9.** Supervise destruction of medications.
- To maintain open and honest communication with the Program Director and other staff promoting the concept of teamwork and support.
  - **A1.** Inform Program Director of all significant happenings.
  - **A2.** Communicates client and program needs to Program Director other staff via timely written and verbal communication.
  - **A3.** Promptly respond to client and staff emergencies in a supportive manner.
  - **A4.** Attend weekly team meetings.
- To be responsible for maintaining professional conduct in performance of duties.
  - **A1.** Maintain licensure as a Registered Nurse.
  - **A2.** Present the program and organization to the public in a positive and supportive manner.
  - **A3.** Perform duties in accordance with Thrive policies.
- Attend all required in-service trainings per Thrive policies and Intensive Residential Treatment Services guidelines.
- To know, uphold and support the policies, procedures and philosophy of the facility and organization.
  - **A1.** Read and utilize the Policy and Procedure Manual on an ongoing basis.
  - **A2.** Follow all procedures listed in the policy handbook.

I acknowledge that I have read and understand this document:

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Date of Hire

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First Date of Direct Contact

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Signature

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Date